

## AGENDA

### TUSAYAN TOWN COUNCIL REGULAR MEETING

PURSUANT TO A.R.S. § 38-431.02 & §38-431.03

Wednesday, May 21, 2014 at 6:00pm

TUSAYAN TOWN HALL BUILDING

845 Mustang Drive, Tusayan Arizona

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Tusayan Town Council and to the general public that the Tusayan Town council will hold a meeting open to the public on Wednesday, May 21, 2014 at the Tusayan Town Hall Building. If authorized by a majority vote of the Tusayan Town Council, an executive session may be held immediately after the vote and will not be open to the public. The Council may vote to go into executive session pursuant to A.R.S. § 38-431.03.A.3 for legal advice concerning any matter on the agenda, including those items set forth in the consent and regular agenda sections. The Town Council may change, in its discussion, the order in which any agenda items are discussed during the course of the meeting.

Persons with a disability may request a reasonable accommodation by contacting the Town Manager at (928) 638-9909 as soon as possible.

As a reminder, if you are carrying a cell phone, electronic pager, computer, two-way radio, or other sound device, we ask that you silence it at this time to minimize disruption of today's meeting.

### TOWN COUNCIL REGULAR MEETING AGENDA

#### 1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

#### 2. ROLL CALL

MAYOR GREG BRYAN  
VICE MAYOR AL MONTOYA

COUNCILMEMBER BILL FITZGERALD  
COUNCILMEMBER JOHN RUETER  
COUNCILMEMBER CRAIG SANDERSON

❖ *One or two Council Members may attend by telephone*

#### 3. CALL TO THE PUBLIC FOR ITEMS NOT ON THE AGENDA

*Members of the public may address the Council on items not on the printed agenda. The Council may not discuss, consider or act upon any matter raised during public comment. Comments will be limited to three minutes per person.*

*Members of the audience who wish to speak to the Council on an item listed as Public Hearing should complete a Request to Speak Card and turn it into the Town Clerk. Speakers will be limited to three minutes each.*

#### 4. CEREMONIAL AND/OR INFORMATIONAL MATTERS

None

#### 5. CONSENT AGENDA

*Items on the consent agenda are routine in nature and will be acted on with one motion and one vote. Members of the council or staff may ask the mayor to remove any item from the consent agenda to be discussed and acted upon separately.*

A. Minutes of the Town Council Workshop on 5/7/14 and Regular Meeting on 5/7/14

B. Accounts Payable Billings

**6. COMMITTEE REPORTS**

- A. Update on the Community Park Committee
- B. Update on the Planning and Zoning Commission

**7. ACTION ITEMS**

- A. Consideration, discussion, and possible approval of retaining a law firm to review the Forest Service access process
- B. Consideration, discussion, and possible approval of Special Event Liquor License for Grand Canyon Rotary Club Sunset Supper on 6/14/14 and request to waive Town fees
- C. Consideration, discussion, and possible approval of Special Event Liquor License for Grand Canyon Chamber & Visitors' Bureau July 4<sup>th</sup> celebration and request to waive Town fees
- D. Consideration, discussion, and possible approval of new Town application and process for Special Event Liquor Licenses

**8. DISCUSSION ITEMS**

- A. Discussion of FY2015 Budget
- B. Update on possibility of streaming audio of Council Meetings
- C. Discussion of the Coconino County ban on cell phone use and texting while driving
- D. Discussion of CDBG project plans for restroom facility at the community park

**9. TOWN MANAGER'S REPORT**

**10. FUTURE AGENDA ITEMS**

**11. COUNCIL MEMBERS' REPORTS**

**12. MAYOR'S REPORT**

**13. MOTION TO ADJOURN**

**CERTIFICATION OF POSTING OF NOTICE**

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at the General Store in Tusayan, Arizona on this \_\_\_\_\_ day of May, 2014, at \_\_\_\_\_ pm in accordance with the statement filed by the Tusayan Town Council.

\_\_\_\_\_  
Signature of person posting the agenda

ITEM NO. 5A

## **TUSAYAN TOWN COUNCIL MUNICIPAL CODE WORKSHOP**

PURSUANT TO A.R.S. § 38-431.02 & §38-431.03

Wednesday, May 7, 2014 at 5:00pm

TUSAYAN TOWN HALL BUILDING

845 Mustang Drive, Tusayan Arizona

### **TOWN COUNCIL SUMMARIZED MINUTES**

#### **1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Mayor Bryan called the meeting to order at 5:05pm and the Pledge of Allegiance was recited.

#### **2. ROLL CALL**

Upon roll call, the following were present:

**MAYOR GREG BRYAN**

**VICE MAYOR AL MONTOYA**

**COUNCILMEMBER BILL FITZGERALD**

**COUNCILMEMBER JOHN RUETER - excused**

**COUNCILMEMBER CRAIG SANDERSON**

Also present were:

Will Wright, Town Manager

Melissa Malone, Town Clerk

#### **3. DISCUSSION OF DRAFT LANGUAGE FOR THE TUSAYAN MUNICIPAL CODE**

##### **Chapter 9 – Business Regulations**

Manager Wright introduced a pared-down version of the Chapter from the Camp Verde Municipal Code. He also researched Business Regulations from other small towns in Arizona and believes it may be best to incorporate some of their language.

The Council discussed the Chapter and made the following changes:

- Manager Wright will modify the text to include mobile vendors such as Schwann's, Sparklett's, Snap-on, windshield repair companies, etc.
- Section 9-1-3.1 – should include Food Handler's Certificate from the County for food service businesses, other businesses should be required to have other certifications from the County or State
- Section 9-1-9 – All references to Town Manager's designee should be changed to "Town Manager or Town Manager's designee"
- Section 9-1-9.6 – "license" should be "licensee"
- Manager Wright distributed the "Peddler's section" from the Williams Municipal Code and suggested that their language is more appropriate for Tusayan
- Peddler's license application should require last license/references in previous towns

The Council directed Manager Wright to bring back a complete chapter that suits the needs of the Town in his opinion to the next meeting.

#### 4. MOTION TO ADJOURN

Vice Mayor Montoya made a motion to adjourn the meeting at 5:48pm.  
Councilmember Sanderson seconded the motion and it passed on unanimous vote.

ATTEST:

\_\_\_\_\_  
Greg Bryan, Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Melissa A. Malone, Town Clerk

#### CERTIFICATION

State of Arizona       )  
                                  ) ss.  
Coconino County       )

I, Melissa A. Malone, do hereby certify that I am the Town Clerk of the Town of Tusayan, County of Coconino, State of Arizona, and that the above minutes are a true and correct summary of the meeting of the Council of the Town of Tusayan held on May 7, 2014. I further certify that the meeting was duly called and held, and that a quorum was present.

DATED this 7<sup>th</sup> day of May, 2014

\_\_\_\_\_  
TOWN CLERK

## **TUSAYAN TOWN COUNCIL REGULAR MEETING**

PURSUANT TO A.R.S. § 38-431.02 & §38-431.03

Wednesday, May 7, 2014 at 6:00pm

TUSAYAN TOWN HALL BUILDING

845 Mustang Drive, Tusayan Arizona

### **TOWN COUNCIL SUMMARIZED MINUTES**

#### **1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Mayor Bryan called the meeting to order at 6:01pm and the Pledge of Allegiance was recited.

#### **2. ROLL CALL**

**MAYOR GREG BRYAN**

**VICE MAYOR AL MONTOYA**

**COUNCILMEMBER BILL FITZGERALD**

**COUNCILMEMBER JOHN RUETER - excused**

**COUNCILMEMBER CRAIG SANDERSON**

Also present were:

Will Wright, Town Manager

Melissa M. Drake, Town Clerk

#### **3. CALL TO THE PUBLIC FOR ITEMS NOT ON THE AGENDA**

John Thurston requested that the Council place streaming audio/video on the agenda until it is achieved.

#### **4. CEREMONIAL AND/OR INFORMATIONAL MATTERS**

**James Simino of the Kaibab National Forest will present information on possible Camping Corridors in the Tusayan and Williams Ranger Districts**

James Simino introduced Jackie Banks, Kaibab National Forest Public Information Officer, who spoke about changes to the Travel Management Program which was implemented about 3 years ago. She stated that the Program was not meeting the recreational needs of the public so they are adding camping corridors for motorized campers.

Julie Rowe, Kaibab National Forest Recreation Management, spoke about the proposed additions which increase access to camping corridors by about 64 miles with a phased implementation. The distance a motor vehicle may drive off the road within the new corridors will be 200 feet instead of 30 feet. She stated that they are encouraging public input and proposals (by May 31, 2014) for adding other roads to the list.

#### **5. CONSENT AGENDA**

Mayor Bryan made a clarification to the minutes of 4/23/14. In his Mayor's Report, Councilmember Rueter also attended the meeting with Stilo.

Councilmember Fitzgerald wanted to clarify his comment in the discussion of the possible Town Name Change. He meant to say that he wanted a poll of the local businesses for their opinions, not that they should petition the Council for the name change.

**A. Minutes of the Town Council Regular Meeting on 4/23/14**

**B. Accounts Payable Billings**

Vice Mayor Montoya made a motion to approve the Consent Agenda with the clarifications in the minutes listed above. Councilmember Sanderson seconded the motion. The motion passed on unanimous vote.

**6. COMMITTEE REPORTS**

**A. Update from the Community Park Committee**

Manager Wright stated that Willdan had obtained a Storm Water Pollution Prevention Plan for the park and was putting together a performance bid for dirt work at the park.

**B. Update from the Planning and Zoning Commission**

None

**7. ACTION ITEMS**

**A. Consideration, discussion, and possible approval of Budget Adjustment for the purchase of the Toolcat**

Manager Wright introduced the Budget Adjustment form to move \$70,000 from the Capital Improvements project to Parks and Recreation to cover the cost of the Toolcat.

Vice Mayor Montoya made a motion to approve the Budget Adjustment of \$70,000 for the purchase of the Toolcat. Councilmember Sanderson seconded the motion and it passed on unanimous vote.

**B. Consideration, discussion, and possible approval of Budget Contingency Transfer to re-open Grand Canyon National Park in October 2013**

Manager Wright described the expenditure of \$132,000 and stated that there is still hope that this money may be reimbursed by the federal government.

Councilmember Sanderson made a motion to approve the Budget Contingency Transfer of \$132,000 to re-open Grand Canyon National park in October 2013. Councilmember Fitzgerald seconded the motion and it passed on unanimous vote.

**C. Consideration, discussion, and possible ratification of application for Wildland Fire Hazardous Fuels Grant**

Manager Wright gave an overview of the grant application. The Town will match the grant with \$6,500, \$3,500 of which is "in-kind." The in-kind match will be labor provided by the Tusayan Fire District and by the Town of Tusayan maintenance worker. Mayor Bryan stated that he approved the submission of the application since the deadline was short but he would like to make sure the Council approved.

Vice Mayor Montoya made a motion to ratify the application for the Wildland Fire Hazardous Fuels Grant. Councilmember Sanderson seconded the motion and it passed on unanimous vote.

#### **D. Consideration, discussion, and possible change of Meetings Calendar**

Manager Wright referred to his memo regarding a budget process calendar in the Agenda Packet and stated that all budget meetings can be completed by June 25, 2014. He recommended moving the June 18 meeting to June 25. He also stated that the Council had expressed interest in not having Council meetings in July.

Mayor Bryan made a motion to move the June 18 meeting to June 25. Councilmember Sanderson seconded the motion and it passed on unanimous vote.

Councilmember Fitzgerald made a motion to cancel the meeting on July 2. Councilmember Sanderson seconded the motion and it passed on unanimous vote.

Councilmember Fitzgerald made a motion to move the August 6 meeting to August 13 and to cancel the meeting on August 20. Councilmember Sanderson seconded the motion and it passed on unanimous vote.

### **8. DISCUSSION ITEMS**

#### **A. Discussion of crosswalk visibility improvements**

Manager Wright referenced the documents (examples of signs) which were in the packet as well as additional documents (examples and quotes) which were distributed to the Council today.

Mayor Bryan stated that he saw a low-tech solution in the Seattle area where pedestrians picked up flags on one side of the street and carried them across the street and left them on the sign on the other side.

The Council discussed options and allowed public comment/opinion. They asked Manager Wright to get references for the blinker sign with the lights embedded in the sign, determine the discount for 3 crosswalks versus 2 crosswalks, and determine from ADOT if the signs are acceptable.

#### **B. Discussion of possible Resolutions for the League of Arizona Cities and Towns**

Mayor Bryan stated that he will be serving on the 2014 Resolutions Committee of

the Arizona League of Cities and Towns and stated that they are interested in resolutions from cities and towns that have a broad impact. The deadline for accepting those is June 6, 2014. He encouraged the Council to propose any resolutions that they felt important and fit the criteria.

**C. Discussion of the Coconino County ban on cell phone use and texting while driving**

Manager Wright gave an overview of the new County ordinance. Mayor Bryan stated that if the Town does not act, we will be included in the ordinance. If the Town wishes to be excluded, we must take action.

Mayor Bryan asked that this item be on the next agenda for discussion again.

**D. Discussion of possible Town name change – Grand Canyon Chamber and Visitors' Bureau Town Hall Meeting May 14<sup>th</sup> at 6pm at the Squire Inn**

Mayor Bryan stated that the meeting scheduled for May 14<sup>th</sup> has been postponed due to conflicts and may be rescheduled for May 22<sup>nd</sup>.

**9. TOWN MANAGER'S REPORT**

Manager Wright stated that his report is in the packet and pointed out that responses to the RFQ/RFP for Engineering, Planning, and Building Services are due by May 22, 2014.

Mayor Bryan asked Manager Wright to bring back to the Council the plans for the restroom facility to be built with CDBG funds.

Manager Wright stated that the budget had been reviewed in previous meetings and would again be brought to the Council on May 21, 2014.

Mayor Bryan requested \$100,000-\$150,000 in the budget for surveying, developing design for lots, and putting a subdivision plan together for the Town Housing Parcel. He also requested a budget item for creating a 501C3 to accept charitable donations for the affordable housing project.

Councilmember Fitzgerald requested a 3-year comparison of all expenses for the Town, preferably on a single sheet of paper.

Manager Wright stated that Govnet is continuing negotiations with ADOT on placement of a tower to improve community internet service.

Manager Wright stated that the Grand Canyon School District is requesting money for their Odyssey of the Mind program. Mayor Bryan stated that it is his understanding that the Town can't gift money. He asked Manager Wright to contact the Town Attorney to determine if it is possible.

Councilmember Fitzgerald asked if AVR has identified a possible method for streaming audio. Manager Wright stated that AVR has identified a do-it-yourself method that may work and that Councilmember Rueter is involved.

## 10. FUTURE AGENDA ITEMS

- Streaming audio update
- Coconino County Ordinance
- Crosswalk visibility improvements discussion
- Business Regulations workshop on June 4
- Coconino County Sheriff's Department update in June
- July 2<sup>nd</sup> Workshop will move to July 23<sup>rd</sup>
- August 6<sup>th</sup> Workshop will move to August 13<sup>th</sup>

## 11. COUNCIL MEMBERS' REPORTS

None

## 12. MAYOR'S REPORT

- Mayor Bryan will meet with Superintendent Uberuaga tomorrow
- Trying to schedule another meeting with Stilo regarding the access application

## 13. MOTION TO ADJOURN

Vice Mayor Montoya made a motion to adjourn the meeting at 7:58pm.  
Councilmember Sanderson seconded the motion and it passed on unanimous vote.

ATTEST:

\_\_\_\_\_  
Greg Bryan, Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Melissa M. Drake, Town Clerk

## CERTIFICATION

State of Arizona       )  
                                  ) ss.  
Coconino County       )

I, Melissa M. Drake, do hereby certify that I am the Town Clerk of the Town of Tusayan, County of Coconino, State of Arizona, and that the above minutes are a true and correct summary of the meeting of the Council of the Town of Tusayan held on April 23, 2014. I further certify that the meeting was duly called and held, and that a quorum was present.

DATED this 29<sup>th</sup> day of April, 2014

\_\_\_\_\_  
Town Clerk

ITEM NO. 7A



Squire Sanders (US) LLP  
1 E. Washington St., Suite 2700  
Phoenix, Arizona 85004

O +1 602 528 4000  
F +1 602 253 8129  
squiresanders.com

Christopher D. Thomas  
T +1 602 528 4044  
christopher.thomas@squiresanders.com

Mathew L. Rojas  
T +1 602 528 4055  
matthew.rojas@squiresanders.com

May 1, 2014

The Honorable Greg Bryan  
Mayor  
Town of Tusayan  
P.O. Box 709  
845 Mustang Drive  
Tusayan, Arizona 86023

Dear Mayor Bryan:

It was a pleasure speaking with you yesterday about the upcoming Environmental Impact Statement (EIS) for access to Tusayan's inholdings. Enclosed is some information about our Arizona Environmental Practice and the Phoenix office attorneys that we believe are best suited to assist you and the Town Council in watching over the interests of Tusayan.

As we discussed, our team has an outstanding National Environmental Policy Act background. We have completed multiple EISs, Environmental Assessments, and rulemakings under NEPA. In addition, we are familiar with the issues that come with seeking access to inholdings, having dealt with them at both the state and federal level. More importantly for your purposes, we specialize in protecting the interests of municipalities of all sizes in environmental matters. We have represented municipalities throughout Arizona and the west, often in conjunction with joint development projects such as mines, public utilities, and residential and commercial developments. We have protected our clients' interests through development agreements, negotiating operating conditions, and agreements between municipalities and the appropriate state or federal agencies.

In this instance, we believe that Tusayan is well positioned given the Stilo Development Group's long-running dedication to the Grand Canyon and Tusayan's ownership of the inholding. If retained, we would be especially watchful for any obligations that would fall to Tusayan as the applicant under the forthcoming EIS, such as extended monitoring or maintenance requirements. It is important that the EIS, any forthcoming Record of Decision, or other operating agreements between Tusayan and the U.S. Forest Service be written in a way that allows Tusayan to derive the full benefit of the existing development agreement between Tusayan and the Stilo Development Group.

39 Offices in 19 Countries

Squire Sanders (US) LLP is part of the international legal practice Squire Sanders which operates worldwide through a number of separate legal entities.

Please visit [squiresanders.com](http://squiresanders.com) for more information.

691452/1/PHOENIX

We have many clients who prefer to utilize our professional services employing an alternative fee arrangement, and we are always open to them. It is obviously difficult to propose a specific alternative billing arrangement without understanding what the anticipated level of effort is, but we would be happy to discuss several of them as you evaluate your options here. The first approach would be to adhere to the customary hourly billing approach, but using a blended rate of \$350 per hour for work by all attorneys on this matter. For comparison, our standard hourly rates for municipalities are: Chris Thomas \$460, Peter Culp \$425, and Matt Rojas \$300. If cost certainty is important to the Town, we would also be willing to agree to handle the work for a fixed price. Again, what price is appropriate would require some mutual discussion about expectations. If the course of the project is too uncertain, then we may be able to come up with a mutually satisfactory fixed fee on a monthly basis. In any event, we're confident we can get the job done well at a competitive price, and we're willing to work with you to ensure that. We think our experience allows us to achieve a good result more quickly, ultimately at a lower cost.

We also recognize you might like to hear that from someone other than us. Should you be interested in discussing our experience and cost-effectiveness, please feel free to contact the following clients, who have kindly agreed to field a call from you:

Stephen L. Wetherell, Assistant City Attorney, 200 W. Washington St., 13<sup>th</sup> Flr., Phoenix, Arizona, 85003, [stephen.wetherell@phoenix.gov](mailto:stephen.wetherell@phoenix.gov), 602-262-6761

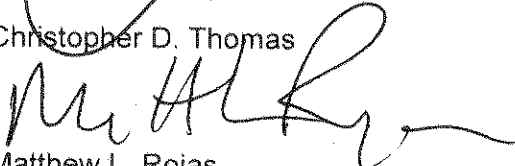
Michael LeVault, Mayor, Town of Youngtown, 12030 Clubhouse Square, Youngtown, AZ 85363, [youngtownazmayor@levault.net](mailto:youngtownazmayor@levault.net), (623) 933-8286

Again, we very much enjoyed speaking with you, and would be delighted to work together. We would also be happy to speak to your town officers or Town Council if needed. If you have any further questions, please feel free to contact me at (602) 528-4055.

Very truly yours,



Christopher D. Thomas



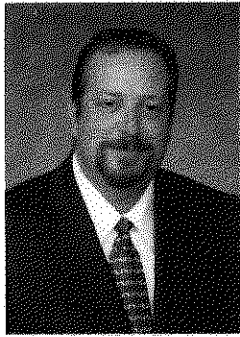
Matthew L. Rojas

CDT/lba

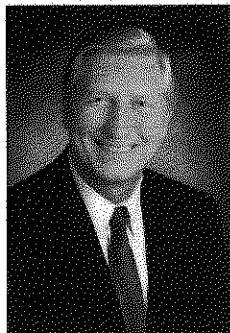
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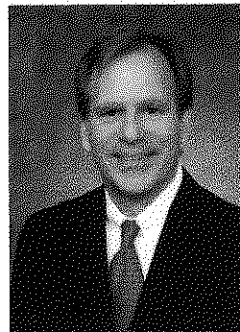
## Arizona Environmental Practice CONTACT CARD



**Peter Culp:** Peter Culp joined Squire Sanders in 2001 after graduating *summa cum laude* from the University of Arizona College of Law. In addition to college at UC-Santa Cruz, his sketchy past includes stints as a long-haul trucker, forest firefighter, and aide to former Surgeon General C. Everett Koop, all of which seem pretty good with hindsight. Peter lives in Phoenix with his conservationist wife Susan and a number of scraggly cats. He is a prolific author of barely readable water law articles that may be found in publications ranging from the *Wall Street Journal* to the *Arizona Law Review*. He is available at (602) 528-4067 and [peter.culp@squiresanders.com](mailto:peter.culp@squiresanders.com).



**Steve Owens:** To his continuing regret, Steve joined Squire Sanders in 2011 after serving as the United States Environmental Protection Agency's Assistant Administrator, Office of Chemical Safety & Pollution Prevention. Remarkably for one of President Obama's nominees, he was unanimously confirmed by the Senate. At EPA, Steve managed the nation's regulatory and scientific programs regarding pesticides and industrial chemicals, including nanotechnology and biotechnology. Steve also served from 2003 to 2009 as Director of the Arizona Department of Environmental Quality. He previously practiced environmental law in Phoenix following his 1981 graduation from Vanderbilt University School of Law, where he was editor-in-chief of the *Vanderbilt Law Review*, and undergraduate studies at Brown University. He lives in Phoenix with his wife Karen, a health care lawyer, and their two over-achieving sons. Steve can be reached at (602) 528-4170 and [steve.owens@squiresanders.com](mailto:steve.owens@squiresanders.com).



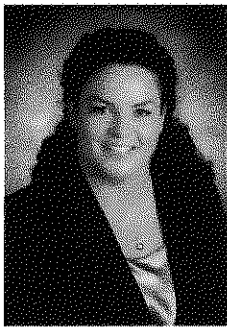
**Chris Thomas:** Chris has practiced environmental counseling and litigation for 28 years, all at Squire Sanders. He joined the firm's Phoenix office in 1985 after giving up on a not-very-promising career as a night sports desk copy editor at the *Omaha World-Herald*. He is a 1985 graduate of the University of Iowa College of Law, where he most assuredly was neither *summa cum laude* nor editor-in-chief of the *Iowa Law Review*, following a similarly lackluster undergraduate career at Drake University. Chris lives in Phoenix with his wife Karen Peters, a humble public servant, along with their scraggly and under-achieving teenage sons, a quite large and poorly trained English mastiff, and a sweet but dense English bulldog. He can be reached at (602) 528-4044 and [chris.thomas@squiresanders.com](mailto:chris.thomas@squiresanders.com).



**Fred Breedlove:** Fred, a 2001 graduate of Vermont Law School and its master's in environmental law program, is former counsel to and lobbyist for the Arizona Department of Water Resources. He previously held positions with the City of Peoria, the Arizona State Senate, the Colorado River Indian Tribes, and the U.S. Department of Energy. Fred lives in Phoenix with his wife Jessica, a prosecutor whom he tries not to anger, and their still-cute child. Fred can be reached at (602) 528-4095 and [fred.breedlove@squiresanders.com](mailto:fred.breedlove@squiresanders.com).



**Matt Rojas:** Matt, a former field geologist with the charisma to prove it, graduated in 2006 from the University of Michigan Law School, a close second to Iowa among Big Ten law schools. Prior to joining Squire Sanders, Matt practiced in Denver and served a U.S. District Court clerkship in Nevada. He lives in Phoenix with his indulgent wife Katie and their four children. A graduate of Brigham Young University, Matt is the shortest member of the group. He can be reached at (602) 528-4055 and [matthew.rojas@squiresanders.com](mailto:matthew.rojas@squiresanders.com).



**Cheyenne Walsh:** Cheyenne is a 2012 graduate of the University of Arizona College of Law, which she attended after washing out as a lobbyist. Cheyenne lobbied on land, infrastructure, and utility issues for the Arizona League of Cities and Towns, while simultaneously earning her master's degree in public administration from Arizona State University in 2008. She later served as an intern on environmental issues for U.S. Sen. Jon Kyl. Cheyenne lives in Phoenix with her horse Rippy, cat Coconut, and fifth-place trophy husband John, beloved in that order. She can be reached at (602) 528-4013 and [cheyenne.walsh@squiresanders.com](mailto:cheyenne.walsh@squiresanders.com).

ITEM NO. 7B

# TOWN OF TUSAYAN on the Edge of Grand Canyon National Park

## LIQUOR LICENSE APPLICATION

Non-refundable application fee of \$560 due upon submittal. Please make checks payable to the Town of Tusayan.

1. Name of corporation or person requesting a license:

Grand Canyon Rotary Club

2. Business name (dba):

same

3. Business address:

P.O. Box 1696

(928) 606-0360 cell

Business Phone

cjvair1@msn.com

E-mail address

4. Please describe your business and how the sale of alcohol will be involved.

Annual Sunset Supper event, and fundraiser,  
as described in the AZ Special  
Event Application.

5. Name of the person compiling this form:

Vail

Last

Clarinda

First

T.

Middle Initial

Residence:

P.O. Box 1427 G.C. / AZ 86023

Street Address

City

State

Zip Code

Contact Information:

(928) 638-0624

Home Phone

(928) 606-0360

Cell Phone

(928) 606-0360

Business Phone

6. Have you ever been arrested for, convicted of, or plead guilty or no contest to a violation of any law other than a misdemeanor traffic violation in the past 10 years?

☐

Yes

☒ No

If "yes," please provide details on the incident(s) including how the matter was resolved.

7. Please list all persons having any ownership interest in the business, or in the profits of the business. This includes persons with less than a 10% interest.

Last	First	Middle	% Owned	Mailing Address	City/State/Zip
None / Non Profit					
w/ members					

\*Attach additional sheet if necessary.

8. Provide information about the purchase of the business. Provide complete details on the source of any and all funding.

- a. When was the business purchased? N/A  
 b. How much was it purchased for? N/A  
 c. What did the purchase include? N/A

- d. Was the purchase of a liquor license included? ☐ Yes ☐ No  
 If not included in the purchase of the business, what was the cost of the license? N/A

9. If the license is denied, will the business be operated without liquor sales? ☐ Yes ☐ No

10. What are the planned hours of operation for the business if a liquor license is obtained?

Weekdays: N/A

Weekends: N/A

11. Will the ~~business~~ <sup>event</sup> include dancing, live entertainment, ~~adult~~ entertainment, outdoor dining, outdoor alcohol consumption, pool tables, coin-operated games or automotive fuel sales?

☒ Yes ☐ No

If "yes," explain the nature of such activities as it relates to the business.

Music, Games, food, family event.

12. What type of Liquor License is being requested? Special Event

13. Is this ~~business~~ <sup>event</sup> currently in operation? ☒ Yes ☐ No

If "no," what is the anticipated opening date? N/A

14. Business Zoning Designation: Forest Service Land

Does the ~~business~~ <sup>Forest</sup> require rezoning? ☐ Yes ☒ No

If "yes," has the rezoning process begun? ☐ Yes ☐ No

15. Do you plan on modifying the existing building? ☐ Yes ☐ No

Please attach a copy of the existing site plan and floor plan(s) for the current building.

If "yes," have you received the proper building permits? ☐ Yes ☐ No

Please attach copies of the proposed site plan and floor plan(s).

Full and complete answers to these questions are important for a full and fair review of the application. Please attach additional information and sheets if you find you need additional space on the application to provide full and complete information on the questions presented.

Pursuant to A.R.S. §§ 13-2703 and 13-2002, I swear or affirm I have read all of the above questions and have personally provided all of the information to the best of my knowledge and belief and that all of it is true. I understand that all information regarding ownership of the business is very important and relevant to the processing of my application. I understand that if I provide any false information in this application, it may result in either a recommendation of disapproval of this application by the Town of Tusayan, criminal charges being filed against me, or both.

Clarinda Vail

(Signature of person filling out this form)

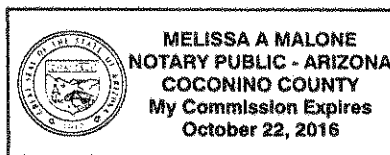
This sworn statement is given under oath or affirmation pursuant to A.R.S. § 13-2701(3).

STATE OF ARIZONA )

) ss.

County of Coconino )

SUBSCRIBED AND SWORN TO before me this 15<sup>TH</sup> day of MAY, 2014, by CLARINDA VAIL



Melissa M. Drake  
Notary Public  
FORMERLY MELISSA A. MALONE

# ARIZONA DEPARTMENT OF LIQUOR LICENSES & CONTROL

800 W Washington 5th Floor  
Phoenix, Arizona 85007-2934  
(602) 542-5141

## APPLICATION FOR SPECIAL EVENT LICENSE

Fee = \$25.00 per day for 1-10 day events only

A service fee of \$25.00 will be charged for all dishonored checks (A.R.S. § 44-6852)

**NOTE: THIS DOCUMENT MUST BE FULLY COMPLETED OR IT WILL BE RETURNED.**  
PLEASE ALLOW **10 BUSINESS DAYS** FOR PROCESSING.

**\*\*Application must be approved by local government before submission to Department of Liquor Licenses and Control. (Section #20)**

DLLC USE ONLY

LICENSE #

1. Name of Organization: Grand Canyon Rotary Club

2. Non-Profit/I.R.S. Tax Exempt Number: 5410210116

3. The organization is a: (check one box only)

- ☐ Charitable    ☐ Fraternal (must have regular membership and in existence for over 5 years)  
☒ Civic    ☐ Religious    ☐ Political Party, Ballot Measure, or Campaign Committee

4. What is the purpose of this event? ☐ on-site consumption    ☐ off-site consumption (auction)    ☒ both

Sunset Supper- Raise funds for Grand Canyon Rotary Club

5. Location of the event: Moqui Cook Out Site FS Road 328, Fire Rd. 800 Tusayan Coconino 86023

Address of physical location (Not P.O. Box)    City    County    Zip

**Applicant must be a member of the qualifying organization and authorized by an Officer, Director or Chairperson of the Organization named in Question #1. (Signature required in section #18)**

6. Applicant: Vail Clarinda T. 10/08/1972  
Last    First    Middle    Date of Birth

7. Applicant's Mailing Address: P.O. Box 696 Grand Canyon AZ 86023  
Street    City    State    Zip

8. Phone Numbers: ( 928 ) 606-2274 ( 928 ) 606-0360 ( 928 ) 638-0624  
Site Owner #    Applicant's Business #    Applicant's Home #

9. Date(s) & Hours of Event: (see A.R.S. 4-244(15) and (17) for legal hours of service)

	Date	Day of Week	Hours from A.M./P.M.	To A.M./P.M.
Day 1:	<u>June 14, 2014</u>	<u>Saturday</u>	<u>1:00 P.M.</u>	<u>10:00 P.M.</u>
Day 2:	<u></u>	<u></u>	<u></u>	<u></u>
Day 3:	<u></u>	<u></u>	<u></u>	<u></u>
Day 4:	<u></u>	<u></u>	<u></u>	<u></u>
Day 5:	<u></u>	<u></u>	<u></u>	<u></u>
Day 6:	<u></u>	<u></u>	<u></u>	<u></u>
Day 7:	<u></u>	<u></u>	<u></u>	<u></u>
Day 8:	<u></u>	<u></u>	<u></u>	<u></u>
Day 9:	<u></u>	<u></u>	<u></u>	<u></u>
Day 10:	<u></u>	<u></u>	<u></u>	<u></u>

10. Has the applicant been convicted of a felony in the past five years, or had a liquor license revoked?  
☐ YES ☒ NO (attach explanation if yes)

11. This organization has been issued a special event license for \_\_\_\_\_ days this year, including this event  
(not to exceed 10 days per year).

12. Is the organization using the services of a promoter or other person to manage the event? ☐ YES ☒ NO  
If yes, attach a copy of the agreement.

13. List all people and organizations who will receive the proceeds. Account for 100% of the proceeds.  
**THE ORGANIZATION APPLYING MUST RECEIVE 25% OF THE GROSS REVENUES OF THE SPECIAL EVENT LIQUOR SALES.**

Name Grand Canyon Rotary Club 100%  
Percentage

Address P.O. Box 696 grand Canyon, AZ 86023

Name \_\_\_\_\_ Percentage

Address \_\_\_\_\_  
(Attach additional sheet if necessary)

14. Knowledge of Arizona State Liquor Laws Title 4 is important to prevent liquor law violations. If you have any questions regarding the law or this application, please contact the Arizona State Department of Liquor Licenses and Control for assistance.

NOTE: ALL ALCOHOLIC BEVERAGE SALES MUST BE FOR CONSUMPTION AT THE EVENT SITE ONLY.  
**"NO ALCOHOLIC BEVERAGES SHALL LEAVE SPECIAL EVENT PREMISES."**

15. What security and control measures will you take to prevent violations of state liquor laws at this event?  
(List type and number of security/police personnel and type of fencing or control barriers if applicable)

1-2 # Police ☐ Fencing  
10 # Security personnel ☒ Barriers

The Sunset Supper is a long standing, yearly event for the local Rotary Club. No alcohol problems have occurred in the past.  
Sheriff Deputies are always on duty in the area, and are backed up by the G.C.N.P. Service law enforcement. People with alcohol awareness and  
managers classes will be working the event. See the attached letter to the Coconino County Sheriff Office making them aware of our event.

16. Is there an existing liquor license at the location where the special event is being held? ☐ YES ☒ NO  
If yes, does the existing business agree to suspend their liquor license during the time period, and in the area in which the special event license will be in use? ☐ YES ☐ NO

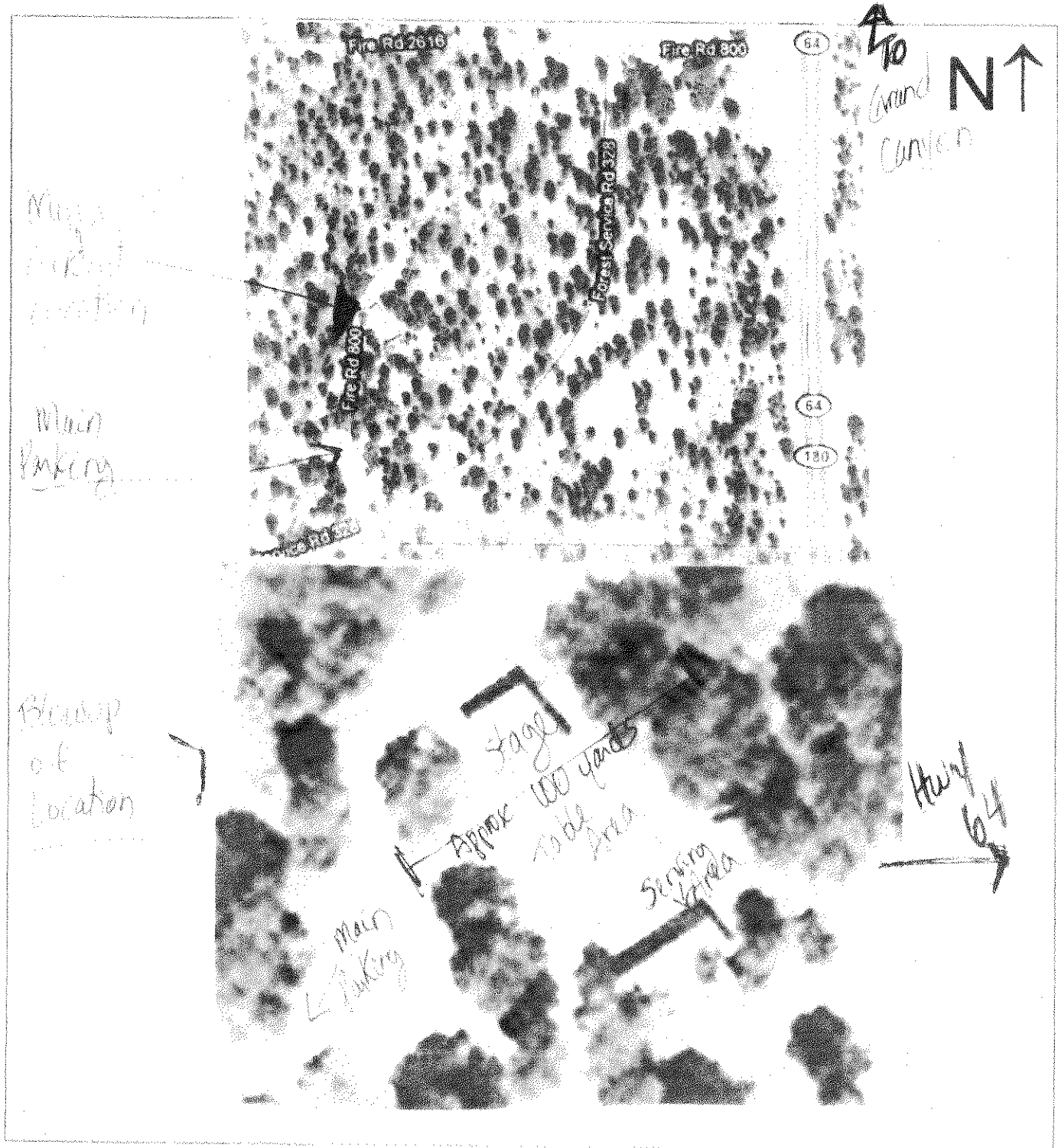
**(ATTACH COPY OF AGREEMENT)**

\_\_\_\_\_  
Name of Business ( ) Phone Number

17. Your licensed premises is that area in which you are authorized to sell, dispense, or serve spirituous liquors under the provisions of your license. The following page is to be used to prepare a diagram of your special event licensed premises. Please show dimensions, serving areas, fencing, barricades or other control measures and security positions.

**SPECIAL EVENT LICENSED PREMISES DIAGRAM**  
(This diagram must be completed with this application)

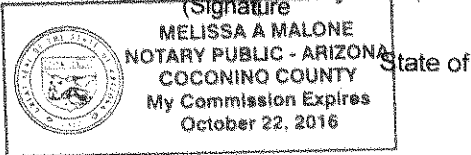
Special Event Diagram: (Show dimensions, serving areas, and label type of enclosure and security positions)  
NOTE: Show nearest cross streets, highway, or road if location doesn't have an address.



**THIS SECTION TO BE COMPLETED ONLY BY AN OFFICER, DIRECTOR OR CHAIRPERSON OF THE ORGANIZATION NAMED IN QUESTION #1**

18. I, Clarinda Vail declare that I am an Officer/Director/Chairperson appointing the applicant listed in Question 6, to apply on behalf of the foregoing organization for a Special Event Liquor License.

X Clarinda Vail Secretary 4/5/14 (98) 606-0360  
(Signature) (Title/Position) (Date) (Phone #)



State of COCONINO County of ARIZONA  
The foregoing instrument was acknowledged before me this

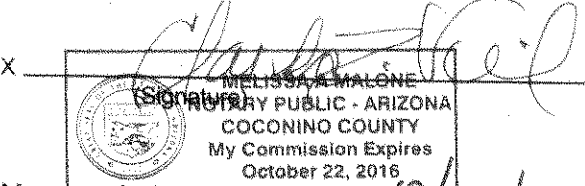
My Commission expires on: 10/22/16  
(Date)

MAY 5 2014  
Day Month Year

Melissa M. Drake  
(Signature of NOTARY PUBLIC)  
FORMERLY MELISSA A. MALONE

**THIS SECTION TO BE COMPLETED ONLY BY THE APPLICANT NAMED IN QUESTION #6**

19. I, Clarinda Vail declare that I am the APPLICANT filing this application as listed in Question 6. I have read the application and the contents and all statements are true, correct and complete.



State of ARIZONA County of COCONINO  
The foregoing instrument was acknowledged before me this

My commission expires on: 10/22/16  
(Date)

5 MAY 2014  
Day Month Year

Melissa M. Drake  
(Signature of NOTARY PUBLIC)

**You must obtain local government approval. City or County MUST recommend event and complete item #20. The local governing body may require additional applications to be completed and submitted 60 days in advance of the event. Additional licensing fees may also be required before approval may be granted.**

**LOCAL GOVERNING BODY APPROVAL SECTION**

20. I, \_\_\_\_\_ hereby recommend this special event application  
(Government Official) (Title)  
on behalf of \_\_\_\_\_  
(City, Town or County) (Signature of OFFICIAL) (Date)

**FOR DLLC DEPARTMENT USE ONLY**

Department Comment Section:

\_\_\_\_\_  
(Employee) (Date)

☐ APPROVED ☐ DISAPPROVED BY: \_\_\_\_\_

\_\_\_\_\_  
(Title) (Date)

Grand Canyon Rotary Club  
P.O. Box 696  
Grand Canyon, AZ 86023

May 5, 2014

Lt. Jim Coffey  
Coconino County Sheriff's Department  
911 E. Sawmill Rd.  
Flagstaff, AZ 86001

Dear Jim,

On behalf of the Grand Canyon Rotary Club I would like to give your office a brief overview of the event we are planning at the Moqui Cookout Site in Tusayan for June 14, 2014 and explain how we will assure that no under age drinking will occur in applying for our special event liquor license for the annual Rotary Sunset Supper. The Moqui Cookout Site is located on FS RD 328 and off Fire RD 800. I have attached a map for you as well.

Customers will pay, and be served in the same location and be carded by their server. They will then receive a stamp on their hand to show they have been carded and are over age twenty-one. Beer and wine are the only alcohol we will be serving.

Individuals running the beer booth will have alcohol training experience and will not give any alcohol to those without a stamp on their hand. The total staff, with the Grand Canyon Rotary Club, volunteers, will be approximately 15 people and approximately 5 people that have had a variety of alcohol awareness training.

The event will be from 2 pm-8 pm. We have set the license times from 1 pm- 10 pm to cover an hour before and an hour after, for people that are early and those who have to clean up. It will be advertised in the local newspaper, flyers hung around town and by e-mail flyers. The Rotary club has operated the event for many years at various locations in the Grand Canyon/Tusayan area and has never had traffic/parking issues or alcohol related problems. The amount of people that attend should be no problem for this year's chosen location either.

If you have any other questions please feel free to contact me.

Sincerely,



Clarinda Vail  
Grand Canyon Rotary Club  
P.O. Box 696  
Grand Canyon, AZ 86023  
928-606-0360- Cell

ITEM NO. 7C

# TOWN OF TUSAYAN on the Edge of Grand Canyon National Park

## LIQUOR LICENSE APPLICATION

Non-refundable application fee of \$560 due upon submittal. Please make checks payable to the Town of Tusayan.

1. Name of corporation or person requesting a license:

Grand Canyon Chamber & Visitors Bureau

2. Business name (dba):

same

3. Business address:

P.O. Box 3007

928) 606-0360 For this special license -Cjvail1@msn.com  
Business Phone E-mail address

4. Please describe your business and how the sale of alcohol will be involved.

Annual 4th of July Celebration  
and fund raiser, as described in  
the AZ Special Event Application.

5. Name of the person compiling this form:

Vail Clavinda T.  
Last First Middle Initial

Residence:

P.O. Box 1427 G.C. AZ 86023  
Street Address City State Zip Code

Contact Information:

(928) 608-0624 928) 606-0360 928) 606-0360  
Home Phone Cell Phone Business Phone

6. Have you ever been arrested for, convicted of, or plead guilty or no contest to a violation of any law other than a misdemeanor traffic violation in the past 10 years?

☐ Yes ☒ No

If "yes," please provide details on the incident(s) including how the matter was resolved.

7. Please list all persons having any ownership interest in the business, or in the profits of the business. This includes persons with less than a 10% interest.

Last	First	Middle	% Owned	Mailing Address	City/State/Zip
None / Non Profit					
w/ members					

\*Attach additional sheet if necessary.

8. Provide information about the purchase of the business. Provide complete details on the source of any and all funding.

- a. When was the business purchased? N/A
- b. How much was it purchased for? N/A
- c. What did the purchase include? N/A
- d. Was the purchase of a liquor license included? ☐ Yes ☐ No  
If not included in the purchase of the business, what was the cost of the license? N/A

9. If the license is denied, will the business be operated without liquor sales? ☐ Yes ☒ No

10. What are the planned hours of operation for the business if a liquor license is obtained?

Weekdays: Event 2:30-7pm (License for 10am-10pm)

Weekends:

11. Will the business include dancing, live entertainment, adult entertainment, outdoor dining, outdoor alcohol consumption, pool tables, coin-operated games or automotive fuel sales?

☒ Yes ☐ No

If "yes," explain the nature of such activities as it relates to the business.

Music, Games, food, family event.

12. What type of Liquor License is being requested? Special Event

13. Is this business currently in operation? ☒ Yes ☐ No

If "no," what is the anticipated opening date? early

14. Business Zoning Designation: CG-10,000

Does the ~~business~~ <sup>project</sup> require rezoning?



Yes



No

If "yes," has the rezoning process begun?



Yes



No

15. Do you plan on modifying the existing building?



Yes



No

Please attach a copy of the existing site plan and floor plan(s) for the current building.

If "yes," have you received the proper building permits?



Yes



No

Please attach copies of the proposed site plan and floor plan(s).

Full and complete answers to these questions are important for a full and fair review of the application. Please attach additional information and sheets if you find you need additional space on the application to provide full and complete information on the questions presented.

Pursuant to A.R.S. §§ 13-2703 and 13-2002, I swear or affirm I have read all of the above questions and have personally provided all of the information to the best of my knowledge and belief and that all of it is true. I understand that all information regarding ownership of the business is very important and relevant to the processing of my application. I understand that if I provide any false information in this application, it may result in either a recommendation of disapproval of this application by the Town of Tusayan, criminal charges being filed against me, or both.

Clarinda Yail

(Signature of person filling out this form)

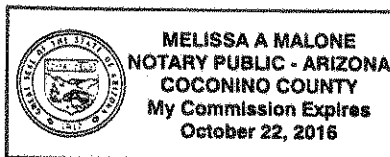
This sworn statement is given under oath or affirmation pursuant to A.R.S. § 13-2701(3).

STATE OF ARIZONA )

) ss.

County of Coconino )

SUBSCRIBED AND SWORN TO before me this 15TH day of MAY, 2014, by CLARINDA YAIL



Melissa M. Drake  
Notary Public  
FORMERLY MELISSA A. MALONE

# ARIZONA DEPARTMENT OF LIQUOR LICENSES & CONTROL

800 W Washington 5th Floor  
Phoenix, Arizona 85007-2934  
(602) 542-5141

## APPLICATION FOR SPECIAL EVENT LICENSE

Fee = \$25.00 per day for 1-10 day events only  
A service fee of \$25.00 will be charged for all dishonored checks (A.R.S. § 44-6852)

**NOTE: THIS DOCUMENT MUST BE FULLY COMPLETED OR IT WILL BE RETURNED.**  
PLEASE ALLOW 10 BUSINESS DAYS FOR PROCESSING.

**\*\*Application must be approved by local government before submission to Department of Liquor Licenses and Control. (Section #20)**

DLIC USE ONLY

LICENSE #

1. Name of Organization: Grand Canyon Chamber of Visitors Bureau
2. Non-Profit/I.R.S. Tax Exempt Number: 86-0448247
3. The organization is a: (check one box only)

☒ Charitable ☐ Fraternal (must have regular membership and in existence for over 5 years)  
☐ Civic ☐ Religious ☐ Political Party, Ballot Measure, or Campaign Committee

4. What is the purpose of this event? ☐ on-site consumption ☐ off-site consumption (auction) ☐ both  
4th of July Parade and Party.

5. Location of the event: 502-17-003B (Parcel # has no address) Tusayan Coconino 86023  
Address of physical location (Not P.O. Box) City County Zip

**Applicant must be a member of the qualifying organization and authorized by an Officer, Director or Chairperson of the Organization named in Question #1. (Signature required in section #18)**

6. Applicant: Vail Clarinda T. 10/8/72  
Last First Middle Date of Birth

7. Applicant's Mailing Address: P.O. Box 1427 Grand Canyon AZ 86023  
Street City State Zip

8. Phone Numbers: (928) 606-0360 (928) 638-0624 same  
Site Owner # Applicant's Business # Applicant's Home #

9. Date(s) & Hours of Event: (see A.R.S. 4-244(15) and (17) for legal hours of service)

	Date	Day of Week	Hours from A.M./P.M.	To A.M./P.M.
Day 1:	July 4, 2014	Friday	10:00	10:00
Day 2:				
Day 3:				
Day 4:				
Day 5:				
Day 6:				
Day 7:				
Day 8:				
Day 9:				
Day 10:				

10. Has the applicant been convicted of a felony in the past five years, or had a liquor license revoked?  
☐ YES ☒ NO (attach explanation if yes)

11. This organization has been issued a special event license for 0 days this year, including this event  
(not to exceed 10 days per year).

12. Is the organization using the services of a promoter or other person to manage the event? ☐ YES ☒ NO  
If yes, attach a copy of the agreement.

13. List all people and organizations who will receive the proceeds. Account for 100% of the proceeds.  
**THE ORGANIZATION APPLYING MUST RECEIVE 25% OF THE GROSS REVENUES OF THE SPECIAL EVENT LIQUOR SALES.**

Name G. C. Chamber & Visitors Bureau 100%  
Percentage

Address P.O. Box 3007 Grand Canyon, AZ 86023

Name \_\_\_\_\_ Percentage \_\_\_\_\_

Address \_\_\_\_\_  
(Attach additional sheet if necessary)

14. Knowledge of Arizona State Liquor Laws Title 4 is important to prevent liquor law violations. If you have any questions regarding the law or this application, please contact the Arizona State Department of Liquor Licenses and Control for assistance.

NOTE: ALL ALCOHOLIC BEVERAGE SALES MUST BE FOR CONSUMPTION AT THE EVENT SITE ONLY.  
**"NO ALCOHOLIC BEVERAGES SHALL LEAVE SPECIAL EVENT PREMISES."**

15. What security and control measures will you take to prevent violations of state liquor laws at this event?  
(List type and number of security/police personnel and type of fencing or control barriers if applicable)

1-2 # Police (more usually on because of parade) ☒ Fencing  
12+ # Security personnel ☒ Barriers

One Sheriff Deputy and one Highway Patrol Officer are always on in the area. There are more officers for the 4th of July because of parade duty with ADOT and Coconino County usually.

16. Is there an existing liquor license at the location where the special event is being held? ☐ YES ☒ NO  
If yes, does the existing business agree to suspend their liquor license during the time period, and in the area in which the special event license will be in use? ☐ YES ☐ NO

**(ATTACH COPY OF AGREEMENT)**

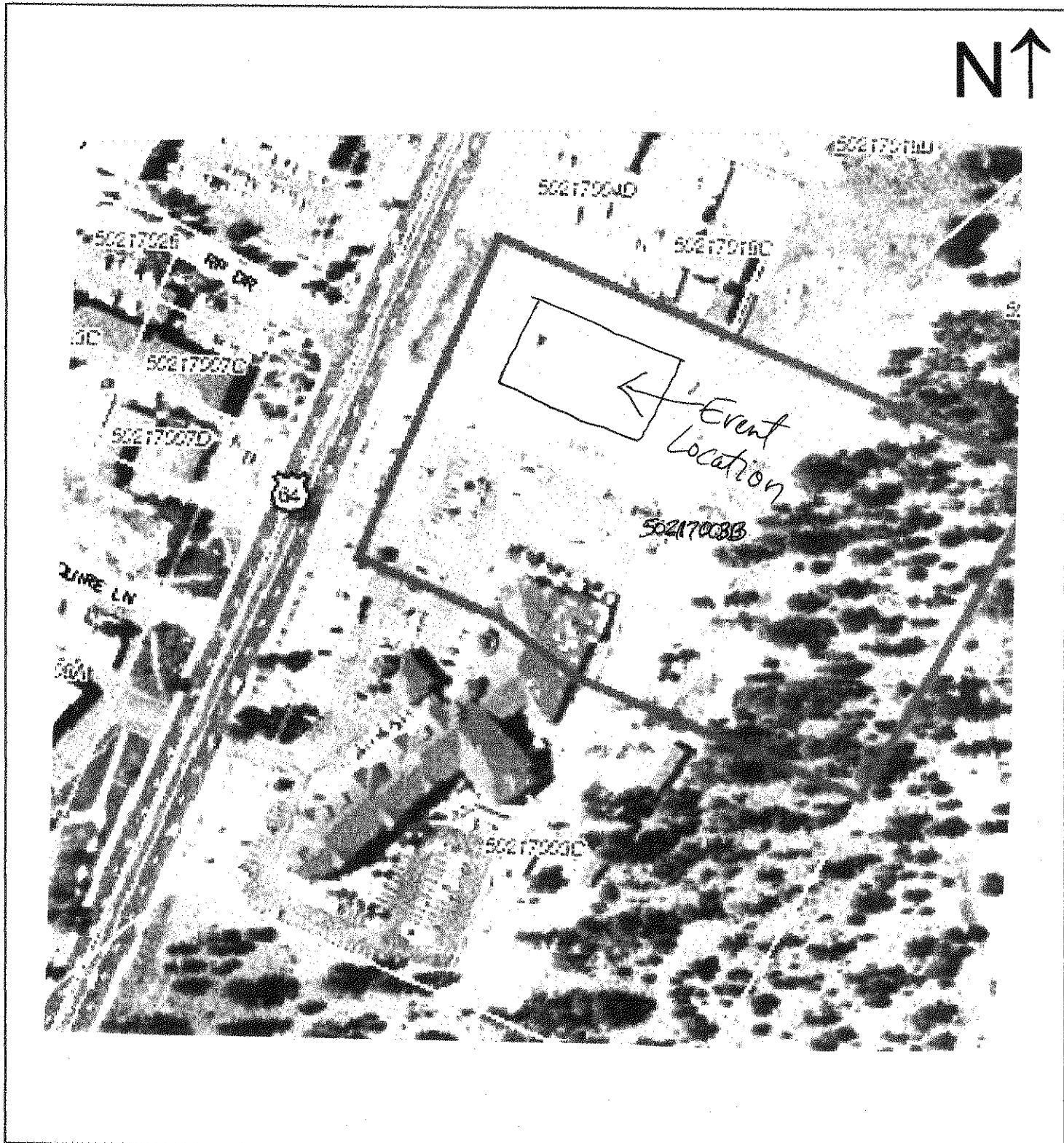
\_\_\_\_\_  
Name of Business

( ) \_\_\_\_\_  
Phone Number

17. Your licensed premises is that area in which you are authorized to sell, dispense, or serve spirituous liquors under the provisions of your license. The following page is to be used to prepare a diagram of your special event licensed premises. Please show dimensions, serving areas, fencing, barricades or other control measures and security positions.

**SPECIAL EVENT LICENSED PREMISES DIAGRAM**  
(This diagram must be completed with this application)

Special Event Diagram: (Show dimensions, serving areas, and label type of enclosure and security positions)  
NOTE: Show nearest cross streets, highway, or road if location doesn't have an address.



**THIS SECTION TO BE COMPLETED ONLY BY AN OFFICER, DIRECTOR OR CHAIRPERSON OF THE ORGANIZATION NAMED IN QUESTION #1**

18. I, Clarinda Vail declare that I am an Officer/Director/Chairperson appointing the applicant listed in Question 6, to apply on behalf of the foregoing organization for a Special Event Liquor License.

X [Signature] Event Chair 5/5/14 (28) (606) 0360  
(Signature) (Title/Position) (Date) (Phone #)



MELISSA A MALONE  
NOTARY PUBLIC - ARIZONA  
COCONINO COUNTY  
My Commission Expires  
October 22, 2016

ARIZONA County of COCONINO  
The foregoing instrument was acknowledged before me this  
15 MAY 2014  
Day Month Year

My Commission expires on: 10/22/16  
(Date)

Melissa M. Drake  
(Signature of NOTARY PUBLIC)  
FORMERLY MELISSA A. MALONE

**THIS SECTION TO BE COMPLETED ONLY BY THE APPLICANT NAMED IN QUESTION #6**

19. I, Clarinda Vail declare that I am the APPLICANT filing this application as listed in Question 6. I have read the application and the contents and all statements are true, correct and complete.

X [Signature]  
(Signature)  
MELISSA A MALONE  
NOTARY PUBLIC - ARIZONA  
COCONINO COUNTY  
My Commission Expires  
October 22, 2016

State of ARIZONA County of COCONINO  
The foregoing instrument was acknowledged before me this  
15 MAY 2014  
Day Month Year

My commission expires on: 10/22/16  
(Date)

Melissa M. Drake  
(Signature of NOTARY PUBLIC)

**You must obtain local government approval. City or County MUST recommend event and complete item #20. The local governing body may require additional applications to be completed and submitted 60 days in advance of the event. Additional licensing fees may also be required before approval may be granted.**

**LOCAL GOVERNING BODY APPROVAL SECTION**

20. I, \_\_\_\_\_ hereby recommend this special event application  
(Government Official) (Title)  
on behalf of \_\_\_\_\_  
(City, Town or County) (Signature of OFFICIAL) (Date)

**FOR DLLC DEPARTMENT USE ONLY**

Department Comment Section:

\_\_\_\_\_  
(Employee) (Date)

☐ APPROVED ☐ DISAPPROVED

BY:

\_\_\_\_\_  
(Title) (Date)

ITEM NO. 7D

# TOWN OF TUSAYAN at the entrance to Grand Canyon National Park

---

## SPECIAL EVENT LIQUOR LICENSE PROCEDURE

All applicants for a special event State liquor license must also complete and submit a Town Application and pay fees to the Town of Tusayan at least 20 business days prior to the event.

The applicant shall pay a non-refundable processing fee of \$10 made payable to the Town of Tusayan.

If the application is received in person, the Town employee receiving the application shall review it briefly with the applicant to ensure all required information has been completed and notify the applicant if any changes are required.

If the application is received in any manner other than in person, the Town shall review the application and notify the applicant of any required changes. An amended application does not incur any additional fees.

The Town shall make all reasonable efforts to review the Town application and State application in a timely manner. This process should not exceed ten (10) business days.

The Town Manager will approve or disapprove the application and sign the State application.

The Town Clerk will forward the State application (along with applicant's check for State fees) to the Arizona Department of Liquor Licenses and Control.

The Town Clerk will send a copy of the finalized State application to the applicant.

The Town Manager will report a list of approved and disapproved applications at Council Meetings.

**Draft**

# TOWN OF TUSAYAN

at the entrance to Grand Canyon National Park

## SPECIAL EVENT LIQUOR LICENSE APPLICATION

This application must be accompanied by the Arizona Department of Liquor Licenses and Control application, a check for the state fee (made payable to Arizona Department of Liquor Licenses and Control) and a non-refundable Town application fee of \$10 (made checks payable to the Town of Tusayan).

1. Name of organization requesting a license: \_\_\_\_\_

2. Name of Event: \_\_\_\_\_

3. Non-profit / IRS Tax Exempt #: \_\_\_\_\_

4. Name of applicant: \_\_\_\_\_

_____	_____	_____
Last Name	First Name	M.I.

5. Mailing Address: \_\_\_\_\_

_____	_____	_____	_____
Street	City	State	Zip Code

6. Phone Number: \_\_\_\_\_

7. Physical location of event: \_\_\_\_\_

_____	_____	_____	_____
Street	City	State	Zip

8. Date(s) & Hours of Event:

Date	Day of Week	Start Time	End Time
Day 1: _____	_____	_____	_____
Day 2: _____	_____	_____	_____
Day 3: _____	_____	_____	_____
Day 4: _____	_____	_____	_____
Day 5: _____	_____	_____	_____
Day 6: _____	_____	_____	_____
Day 7: _____	_____	_____	_____
Day 8: _____	_____	_____	_____
Day 9: _____	_____	_____	_____
Day 10: _____	_____	_____	_____

Pursuant to A.R.S. §§ 13-2703 and 13-2002, I swear or affirm I have read all of the above questions and have personally provided all of the information to the best of my knowledge and belief and that all of it is true. I understand that if I provide any false information in this application, it may result in either a recommendation of disapproval of this application by the Town of Tusayan, criminal charges being filed against me, or both.

\_\_\_\_\_  
Signature of applicant

This sworn statement is given under oath or affirmation pursuant to A.R.S. § 13-2701(3).

STATE OF ARIZONA

) ss.

County of Coconino

SUBSCRIBED AND SWORN TO before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by: \_\_\_\_\_  
Notary Public

ITEM NO. 8A

# Town of Tusayan

TOWN OF TUSAYAN		2013-14 Jul-Mar	75% of Budget	2013-14	2014-15
TOTAL BUDGET SUMMARY					
<u>Revenue</u>					
General Fund		\$2,033,578	\$1,927,997	\$2,570,662	\$2,612,500
Streets Fund		\$48,615	\$57,791	\$77,055	\$78,800
Water Enterprise Fund		\$0	\$0	\$0	\$1,200,000
Trust & Agency Fund		\$53,673	\$75,000	\$100,000	\$0
Grants		\$0	\$0	\$215,000	\$200,000
Total Budget Revenue		<u>\$2,135,866</u>	<u>\$2,060,788</u>	<u>\$2,962,717</u>	<u>\$4,091,300</u>
<u>Expenditures</u>					
General Fund		\$983,947	\$1,832,250	\$2,534,000	\$2,564,800
Streets Fund		\$906	\$56,250	\$75,000	\$75,000
Water Enterprise Fund		\$0	\$0	\$0	\$1,200,000
Trust & Agency Fund		\$54,319	\$54,319	\$100,000	\$50,000
Grants		\$0	\$0	\$215,000	\$200,000
Total Budget Expenditures		<u>\$1,039,172</u>	<u>\$1,942,819</u>	<u>\$2,924,000</u>	<u>\$4,089,800</u>
Total Operating Balance (Deficit)		<u>\$1,096,694</u>	<u>\$117,969</u>	<u>\$38,717</u>	<u>\$1,500</u>

<b>GENERAL FUND</b>	<b>2013-14 Jul-Mar</b>	<b>75% of Budget</b>	<b>2013-14</b>	<b>2014-15</b>
Beginning General Fund Balance	<u>\$3,897,317</u>	<u>\$3,897,317</u>	<u>\$3,897,317</u>	<u>\$3,933,979</u>
Less Operating Reserve	<u>\$1,700,000</u>	<u>\$1,700,000</u>	<u>\$1,700,000</u>	<u>\$1,700,000</u>
Available General Fund Balance	<u>\$2,197,317</u>	<u>\$2,197,317</u>	<u>\$2,197,317</u>	<u>\$2,233,979</u>
<b>Revenue</b>				
City Sales Tax	\$1,870,903	\$1,725,000	\$2,300,000	\$2,300,000
Business License	\$70	\$75	\$100	\$100
Develop Services Permit Fees	\$1,836	\$37,500	\$50,000	\$75,000
Fines	\$0	\$0	\$0	\$0
State Sales Tax	\$31,888	\$36,161	\$48,215	\$50,000
Urban Revenue Sharing (State In	\$125,371	\$125,510	\$167,347	\$182,400
Vehicle License Tax	\$0	\$0	\$0	\$0
Misc. Income	\$200	\$0	\$0	\$0
Interest Income	\$3,310	\$3,750	\$5,000	\$5,000
<b>Total General Fund Revenue</b>	<b><u>\$2,033,578</u></b>	<b><u>\$1,927,997</u></b>	<b><u>\$2,570,662</u></b>	<b><u>\$2,612,500</u></b>
<b>Expenditures</b>				
Mayor & Council	\$35,939	\$68,250	\$91,000	\$96,000
Manager & Support	\$179,165	\$309,000	\$412,000	\$468,000
Legal Services	\$20,896	\$108,000	\$144,000	\$144,000
Court & Prosecutor	\$13,930	\$20,250	\$27,000	\$20,000
Planning & Studies	\$77,287	\$108,750	\$145,000	\$240,000
Development & Permits	\$34,924	\$67,500	\$90,000	\$90,000
Public Safety	\$255,754	\$404,250	\$539,000	\$505,000
Facilities & Grounds	\$128,899	\$64,500	\$86,000	\$83,500
Parks & Recreation	\$48,154	\$67,500	\$90,000	\$85,000
Capital Improvements	\$93,813	\$495,000	\$660,000	\$583,300
Contingency	\$131,125	\$187,500	\$250,000	\$250,000
<b>Total General Fund Expenditures</b>	<b><u>\$983,947</u></b>	<b><u>\$1,832,250</u></b>	<b><u>\$2,534,000</u></b>	<b><u>\$2,564,800</u></b>
Annual Fund Balance Change	<u>\$1,049,631</u>	<u>\$95,747</u>	<u>\$36,662</u>	<u>\$47,700</u>
<b>ENDING GENERAL FUND BALANCE</b>	<b><u>\$4,946,948</u></b>	<b><u>\$3,993,064</u></b>	<b><u>\$3,933,979</u></b>	<b><u>\$3,981,679</u></b>

**STREETS FUND**

	2013-14 Jul-Mar	75% of Budget	2013-14	2014-15
<b>Beginning Fund Balance</b>	<u>\$102,905</u>	<u>\$102,905</u>	<u>\$102,905</u>	<u>\$104,960</u>
<b>Revenue</b>				
Highway Urban Revenue Fund	\$33,200	\$40,894	\$54,525	\$55,000
Vehicle License Tax	\$15,415	\$16,898	\$22,530	\$23,800
<b>Total Street Fund Revenue</b>	<u>\$48,615</u>	<u>\$57,791</u>	<u>\$77,055</u>	<u>\$78,800</u>
<b>Expenditures</b>				
Street Lights Capital	\$0	\$0	\$0	\$0
Sidewalk Maintenance	\$0	\$22,500	\$30,000	\$45,000
Landscape Maintenance	\$906	\$18,750	\$25,000	\$20,000
Bus Stop Maintenance	\$0	\$15,000	\$20,000	\$10,000
<b>Total Street Fund Expenses</b>	<u>\$906</u>	<u>\$56,250</u>	<u>\$75,000</u>	<u>\$75,000</u>
<b>Annual Fund Balance Change</b>	<u>\$47,709</u>	<u>\$1,541</u>	<u>\$2,055</u>	<u>\$3,800</u>
<b>ENDING STREET FUND BALANCE</b>	<u>\$150,614</u>	<u>\$104,446</u>	<u>\$104,960</u>	<u>\$108,760</u>

**WATER ENTERPRISE FUND**

	2013-14 Jul-Mar	75% of Budget	2013-14	2014-15
<b>Revenue</b>				
User Charges	\$0	\$0	\$0	\$1,200,000
Other	\$0	\$0	\$0	\$0
<b>Total Revenue</b>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$1,200,000</u>
<b>Expenditures</b>				
Operating Expenses	\$0	\$0	\$0	\$1,200,000
Capital Improvements	\$0	\$0	\$0	\$0
<b>Total Expenditures</b>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$1,200,000</u>
<b>ENDING FUND BALANCE</b>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

**TRUST AND AGENCY ACCOUNTS**

2013-14 Jul-Mar

2013-14

2014-15

75% of Budget

Stilo Development Agency Acct

Revenue	\$53,673	\$75,000	\$100,000	\$0
Expenditures	\$54,319	\$54,319	\$100,000	\$50,000
Balance	(\$646)	\$20,681	\$0	(\$50,000)

**GRANTS**

2013-14 Jul-Mar

2013-14

2014-15

75% of Budget

CDBG Project

Revenue	\$0	\$0	\$215,000	\$200,000
Expenditures	\$0	\$0	\$215,000	\$200,000
Balance	\$0	\$0	\$0	\$0

**Budget Detail  
Mayor and Council**

ACCT #		2013-14 Jul-Mar	75% of Budget	2013-14	2014-15
11-4156	Technology Stipend & Equipment	\$660	\$7,500	\$10,000	\$6,000
11-4260	Employee & Volunteer Program	\$0	\$0	\$0	\$5,000
11-4310	Public Notices and Advertising	\$5,202	\$15,000	\$20,000	\$12,500
11-4380	Office Supplies	\$251	\$3,750	\$5,000	\$5,000
11-4390	Insurance	\$4,011	\$9,000	\$12,000	\$10,000
11-4410	Licenses, Permits, Fees	\$11,478	\$7,500	\$10,000	\$12,500
11-4430	Council Member Compensation	\$5,300	\$6,750	\$9,000	\$15,000
11-4500	T&T: Mileage/Lodging/Meals	\$9,037	\$9,000	\$12,000	\$12,000
11-4510	T&T: Registration Fees		\$6,000	\$8,000	\$8,000
11-5150	Elections	\$0	\$3,750	\$5,000	\$10,000
	<b>Totals</b>	<b>\$35,939</b>	<b>\$68,250</b>	<b>\$91,000</b>	<b>\$96,000</b>

**Cost Center Purpose:**

11-4156	Technology Stipend & Equipment	To account for direct expenses related to Mayor and Council, and all other costs of operating the community not assigned to other cost centers.
11-4260	Employee & Volunteer Program	Payment to Mayor and Council for computer, cell phone and technology costs incurred
11-4310	Public Notices and Advertising	Cost to recognize and award volunteers/employees for good work
11-4380	Office Supplies	Cost of legal notices and publications required by law except for planning and zoning
11-4390	Insurance	Cost of supplies and purchases to support Mayor and Council
11-4410	Licenses, Permits, Fees	Cost of general operating and liability insurance for the Town of Tusayan
11-4430	Council Member Compensation	Cost of dues for the Town of Tusayan (League of Cities, NW Mayors, etc.)
11-4500	T&T: Mileage/Lodging/Meals	Allowance for Mayor and Council to receive compensation for serving as elected officials
11-4510	T&T: Registration Fees	Cost of attending training and conferences for Mayor and Council
11-5150	Elections	Cost of registrations fees for attending training and conferences for Mayor and Council Cost (publication, fees, etc.) for conducting elections for Tusayan officials

**Budget Detail  
Manager & Support**

ACCT #		2013-14 Jul-Mar		75% of Budget	2013-14 2014-15	
12-4360	Marketing/Promotional Supplies	\$932	\$75,000	\$100,000	\$100,000	
12-4380	Office Supplies	\$2,728	\$7,500	\$10,000	\$4,000	
12-4442	Finance & Accounting (Audit)	\$13,485	\$30,000	\$40,000	\$30,000	
12-4443	Part Time Staff	\$819	\$9,000	\$12,000	\$36,000	
12-4444	Town Manager Compensation	\$143,401	\$112,500	\$150,000	\$135,000	
12-4450	ASRS Start Up Fee				\$50,000	
12-4445	Town Clerk Compensation		\$45,000	\$60,000	\$75,000	
12-4500	T&T: Mileage/Lodging/Meals	\$6,559	\$4,500	\$6,000	\$9,000	
12-4510	T&T: Registration Fees		\$3,000	\$4,000	\$5,000	
12-4165	Public Relations & Events	\$0	\$0	\$0	\$5,000	
12-5400	Communications (TM Phone)	\$1,254	\$3,750	\$5,000	\$5,000	
12-5410	Internet/Web	\$408	\$11,250	\$15,000	\$9,000	
12-5420	Consulting Services - Misc.	\$9,579	\$7,500	\$10,000	\$5,000	
	<b>Totals</b>	<b>\$179,165</b>	<b>\$309,000</b>	<b>\$412,000</b>	<b>\$468,000</b>	

**Cost Center Purpose:** To account for the costs of the Town Manager, Town Clerk and finance and accounting costs and services for Tusayan

12-4360	Marketing/Promotional Supplies	Cost of advertising to promote Tusayan as a destination
12-4380	Office Supplies	Cost of supplies for Manager, Clerk and finance personnel
12-4442	Finance & Accounting (Audit)	Cost of bookkeeping services and annual audit
12-4443	Part Time Staff	Costs of the part time employees/contract services related to administration of Tusayan
12-4444	Town Manager Compensation	Cost of the Manager as an employee/contractor
12-4445	Town Clerk Compensation	Cost of the Clerk as an employee/contractor

12-4450	ASRS Initiation Fee	One time expense for town to participate in Arizona State Retirement System (ASRS)
12-4500	T&T: Mileage/Lodging/Meals	Cost of attending training for Manager, Clerk and finance personnel
12-4510	T&T: Registration Fees	Cost of registration fees for Manager, Clerk and finance personnel
12-4165	Public Relations & Events	Cost of promoting town activities such as GAMA, etc.
12-5400	Communications (TM Phone)	Cost of cell phone for Manager, Clerk and finance personnel
12-5410	Internet/Web	Cost of establishing and maintaining a Tusayan website
12-5420	Consulting Services - Misc.	Cost of contracting consulting services

**Budget Detail**  
**Legal Services**

ACCT #	2013-14 Jul-Mar 75% of Budget	2013-14	2014-15
13-4420 General Counsel	\$20,896	\$84,000	\$84,000
13-4421 Special Counsel	\$7,500	\$10,000	\$10,000
13-4432 Litigation Allowance	\$37,500	\$50,000	\$50,000
<b>Totals</b>	<b>\$20,896</b>	<b>\$144,000</b>	<b>\$144,000</b>

**Cost Center Purpose:**

13-4420 General Counsel	To account for General Counsel and litigation costs incurred by the Town of Tusayan
13-4421 Special Counsel	Cost of services of William Sims as contract general counsel
	Cost of special counsel services as may be appointed by Mayor and Council for legal advice on a specialized issue outside of General Counsel services
13-4432 Litigation Allowance	Cost of contract legal services defending Town of Tusayan in litigation; or paying for litigation authorized by Council

**Budget Detail  
Court & Prosecutor**

ACCT #		2013-14 Jul-Mar	75% of Budget	2013-14	2014-15
15-4421	Contract Prosecutor/Defender				
	Judge contract	\$13,930	\$20,250	\$27,000	\$20,000
	PT Clerk			\$0	\$0
	Computer capital			\$0	\$0
	Computer support			\$0	\$0
	Office Supplies			\$0	\$0
	Furnishing Fixtures			\$0	\$0
	<b>Total Expense</b>	<b>\$13,930</b>	<b>\$20,250</b>	<b>\$27,000</b>	<b>\$20,000</b>

**To account for the costs of Prosecution and Municipal Court activity incurred by Town**

Cost of contract prosecutor/defender services for Town of Tusayan  
 Cost of contract services provided by a judge to serve the Municipal Court  
 Cost of contract services for a part-time Court Clerk  
 One time cost of purchasing computer hardware and software for the Court and Prosecutor functions  
 Cost of the ongoing maintenance and operating costs of the court computer hardware and software for the Court and Prosecutor  
 Cost of supplies for the operation of the Court and Prosecutor  
 One time cost of purchasing furniture and equipment for the Court and Prosecutor

**Cost Center Purpose:**

15-4421 Contract Prosecutor/Defender  
 Judge Contract  
 PT Clerk  
 Computer Capital  
 Computer Support  
 Office Supplies  
 Furnishing and Fixtures

# **Budget Detail Planning & Studies**

ACCT #		2013-14 Jul-Mar	75% of Budget	2013-14	2014-15
14-4411	Housing Needs Study		\$15,000	\$20,000	\$40,000
14-4412	General Plan Update	\$48,007	\$0	\$0	\$0
14-4413	General Engineering	\$2,138	\$18,750	\$25,000	\$25,000
14-4414	Rewrite Zoning Code Project		\$0	\$0	\$20,000
14-4415	Contract Planning Services	\$27,142	\$56,250	\$75,000	\$60,000
14-4416	Subdivision Regulations		\$0	\$0	\$35,000
14-7064	Parking Study		\$18,750	\$25,000	\$20,000
14-7070	Planning & Design for Town Parcel				\$40,000
	<b>Total Expenses</b>	<b>\$77,287</b>	<b>\$108,750</b>	<b>\$145,000</b>	<b>\$240,000</b>

## **Cost Center Purpose:**

14-4411	Housing Needs Study	Cost of contract services to review housing needs and development options for private ownership
14-4412	General Plan Update	and rental of property within Tusayan
14-4413	General Plan Update	Cost of contract services to develop a General Plan for Tusayan as required by state law
14-4413	General Engineering	General engineering costs not associated with an application for zoning or building
14-4414	Rewrite Zoning Code Project	Cost of contract services to amend and develop building and zoning codes for Tusayan from the Coconino County standards
14-4415	Contract Planning Services	Cost of general planning services and costs not directly tied to an application for zoning or building
14-4416	Subdivision Regulations	Cost of contract services to develop Subdivision Regulations for Tusayan
14-7064	Parking Study	Cost of contract services to perform parking study.
14-7070	Planning & Design for Town Parcel	Cost of planning and design to develop town's 20 acre parcel

**To account for studies to plan for facilities and services for the development and operation of Town of Tusayan**

**Budget Detail  
Development & Permits**

ACCT #		2013-14 Jul-Mar	75% of Budget	2013-14	2014-15
16-4412	Building Permit Services	\$2,842	\$37,500	\$50,000	\$50,000
16-4413	Plan Review	\$150	\$18,750	\$25,000	\$25,000
16-4414	Advertising		\$7,500	\$10,000	\$7,500
16-4415	Supplies & Printing	\$358	\$3,750	\$5,000	\$2,500
16-4416	Consultant - Fee Analysis	\$31,574	\$0	\$0	\$5,000
	<b>Total Expenses</b>	<b>\$34,924</b>	<b>\$67,500</b>	<b>\$90,000</b>	<b>\$90,000</b>

**Cost Center Purpose:**

16-4412	Building Permit Services	To account for direct costs for processing applications for planning, zoning and building permits and any other project directly tied to development
16-4413	Plan Review	Cost incurred by Wildan Engineering to process building permits
16-4414	Advertising	Cost incurred to process planning & zoning permit applications
16-4415	Supplies & Printing	Cost directly related to public notice advertising for planning and zoning applications
16-4416	Consultant Services	Cost to support planning, zoning and permit activities in Town of Tusayan
		Cost to hire consultant for special studies in development

**Budget Detail**  
**Public Safety**

ACCT #		2013-14 Jul-Mar	75% of Budget	2013-14	2014-15
17-4431	Sheriff				
17-4432	Public Safety - Special Events	\$227,296	\$270,000	\$360,000	\$360,000
17-4433	Law Enforcement Needs Study		\$7,500	\$10,000	\$10,000
17-4434	Public Safety Enhancements		\$0	\$0	\$0
17-4435	Fire District Subsidy	\$28,458	\$45,000	\$60,000	\$25,000
17-4436	Animal Control - County Health		\$81,750	\$109,000	\$100,000
			\$0	\$0	\$10,000
	<b>Totals</b>	<b>\$255,754</b>	<b>\$404,250</b>	<b>\$539,000</b>	<b>\$505,000</b>

**Cost Center Purpose:**

17-4431	Sheriff	
17-4432	Public Safety - Special Events	
17-4433	Law Enforcement Needs Study	
17-4434	Public Safety Enhancements	
17-4435	Fire District Subsidy	
17-4436	Animal Control - County Health	
	<b>To account for the costs incurred to enforce laws within Town of Tusayan</b>	
	Cost of contract services with Coconino County Sheriff for law enforcement within Town	
	Additional cost of special events requiring additional traffic control or law enforcement presence to support the activities	
	Cost of contract services to investigate the feasibility and most appropriate long term law enforcement option (contract, in house, etc.) to serve Town of Tusayan	
	Cost of Driver Feedback Signage, AIRS project	
	Cost of supporting Town of Tusayan Fire Department	
	Cost of contract services with Coconino County Health Department for animal control services	

**Budget Detail  
Facilities & Grounds**

ACCT #		2013-14 Jul-Mar	75% of Budget	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19
18-6252	ADOT Rental	\$21,021	\$22,500	\$30,000	\$30,000	\$30,500	\$31,000	\$31,500	\$32,000
18-5420	Utilities	\$9,491	\$15,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
18-7020	Office Furniture/Equipment	\$96,081	\$11,250	\$15,000	\$7,500	\$7,500	\$8,000	\$8,000	\$9,000
18-4490	Custodial & Supply	\$2,306	\$11,250	\$15,000	\$10,000	\$10,000	\$12,500	\$12,500	\$15,000
18-4390	Insurance	\$0	\$4,500	\$6,000	\$6,000	\$6,000	\$6,500	\$6,500	\$6,500
18-4700	Maintenance			\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
	<b>Totals</b>	<b>\$128,899</b>	<b>\$64,500</b>	<b>\$86,000</b>	<b>\$83,500</b>	<b>\$84,000</b>	<b>\$88,000</b>	<b>\$88,500</b>	<b>\$92,500</b>

**Cost Center Purpose:**

18-6252	ADOT Ground Rental	<b>To account for the direct costs of facilities owned by Town of Tusayan including Town</b>
18-5420	Utilities	Cost of leasing the land for Town Hall and Housing grounds per rental agreement with ADOT
18-7020	Office Furniture/Equipment	Cost of utilities associated with Town Hall and Housing facilities
		Cost of furniture, fixtures and equipment purchased to be used in the Town Hall,
		Housing and other facilities
18-4490	Custodial & Supply	Cost of cleaning and custodial services & supplies for all Town Facilities, snow removal
18-4390	Insurance	Cost of insurance specific to Town Hall and Housing facilities (Property & Casualty)
18-4700	Maintenance	Cost to maintain town facilities and perform routine repairs/upgrades

**Budget Detail**  
**Parks & Recreation**

ACCT #		2013-14 Jul-May	75% of Budget	2013-14	2014-15
19-7040	Equipment/Misc		\$18,750	\$25,000	\$20,000
19-7041	Vehicle/Equipment Operation	\$31,330	\$7,500	\$10,000	\$10,000
19-4700	Maintenance	\$16,824	\$22,500	\$30,000	\$30,000
19-4702	Projects Planning		\$18,750	\$25,000	\$25,000
<b>Total Parks &amp; Rec</b>		<b>\$48,154</b>	<b>\$67,500</b>	<b>\$90,000</b>	<b>\$85,000</b>

**Cost Center Purpose:**

19-7040	Equipment/Misc	To account for the costs of planning, developing, constructing, operating and maintaining parks, open space and recreation facilities for Town of Tusayan
19-7041	Vehicle/Equipment Operation	Cost of purchasing equipment for maintaining town parks and property
19-4700	Maintenance	Cost of ongoing maintenance, operations, fuel and insurance on a town equipment & vehicle
19-4701	Projects Planning	Cost of maintenance and operating costs of all Town park and recreation programs and facilities
		Cost of studies to determine costs, locations and needs for parks and recreation facilities

## Budget Detail

### Capital Improvement Projects

ACCT #	CIP #	
20-4701	0001	Park Development
20-4416	0002	Fiber Optic Implementation
20-7056	0003	Town Hall Parking Improvements/Sidewalks
20-7055	0004	Tusayan Employee Housing Project
20-7058	0006	Tusayan Affordable Housing Project (40 acre dedication)
20-7059	0007	Natural Gas Extension
20-7060	0008	Drainage Study/ Model Update
20-7061	0009	Downtown Enhancement Program
20-7062	0010	Trail System & Improvements
20-7063	0011	Utility Undergrounding Study

### Total Capital Improvement Projects

2013-14 Jul-Mar	75% of Budget	2013-14	2014-15
\$90,882	\$168,750	\$225,000	\$150,000
	\$112,500	\$150,000	\$80,000
	\$0	\$0	\$20,000
\$2,931	\$112,500	\$150,000	\$0
	\$37,500	\$50,000	\$50,000
	\$0	\$0	\$60,000
	\$0	\$0	\$115,000
	\$41,250	\$55,000	\$40,000
	\$22,500	\$30,000	\$38,300
	\$0	\$0	\$30,000
<b>\$93,813</b>	<b>\$495,000</b>	<b>\$660,000</b>	<b>\$583,300</b>

### Cost Center Purpose:

20-4701	0001	Park Development
20-4416	0002	Fiber Optic Implementation
20-7056	0003	Town Hall Parking Improvements/Sidewalks
20-7055	0004	Tusayan Employee Housing Project
20-7058	0006	Tusayan Affordable Housing Project (40 acre dedication)
20-7059	0007	Natural Gas Extension
20-7060	0008	Drainage Study/ Model Update
20-7061	0009	Bus Stop Art Program/ Public Art "Set-Aside"
20-7062	0010	Trail System & Improvements
20-7063	0011	Utility Undergrounding Study

### To account for capital projects

Partnering with the Grand Canyon School District, build a community park in multiple phases that will include ball fields, play equipment (tot lot), restrooms, a group ramada, and other amenities. A masterplan for the park has been prepared and prioritization of phases is on-going.
Develop a comprehensive strategy to improve internet service within Tusayan
Construct improvements to the parking lot around Town Hall facilities.
Design and install housing units and associated utilities for Town employees
Develop 40 acres of land to be dedicated to the Town for provision of affordable housing for Tusayan residents
In partnership with Grand Canyon National Park, design and construct a natural gas line extension to service Tusayan residents
Conduct a drainage analysis of the Town of Tusayan to supplement previous flood analysis prepared by the National Forest Service
Develop and implement a public art program at bus stops operated by Grand Canyon National Park
Develop and improve access and connections to existing trails around Town of Tusayan
Identify potential areas for undergrounding of overhead utilities to improve community aesthetics

**Budget Detail  
Contingency**

ACCT #	2013-14 Jul-May 75% of Budget	2013-14	2014-15
21-1000 Contingency	\$131,125	\$250,000	\$250,000
<b>Total Contingency</b>	<b>\$131,125</b>	<b>\$250,000</b>	<b>\$250,000</b>

**Cost Center Purpose:**

To account for the unexpected costs that may occur during the year

21-1000 Contingency

To account for the unexpected costs that may occur during the year

**NOTE: One time \$100,000 increase in Contingency in FY14 is due to anticipating changes in permit and inspection fees expenses after Fee Analysis study is completed.**

**Budget Detail  
Streets Fund**

ACCT #		2013-14	2014-15
<b>Revenue</b>			
2-3140	Highway Urban Revenue Fund	\$54,525	\$55,000
2-3150	Vehicle License Tax	\$22,530	\$23,800
<b>Total Revenue</b>		<b><u>\$77,055</u></b>	<b><u>\$78,800</u></b>
<b>Expenses</b>			
	Street Lights Capital	\$0	\$0
2-4484	Sidewalk/Street & Road Projects	\$30,000	\$45,000
2-4485	Landscape Maintenance	\$25,000	\$20,000
2-4486	Bus Stop Maintenance	\$20,000	\$10,000
<b>Total Expenses</b>		<b><u>\$75,000</u></b>	<b><u>\$75,000</u></b>
<b>Operating Balance</b>		<b><u>\$2,055</u></b>	<b><u>\$3,800</u></b>

**Cost Center Purpose:**

To account for expenses related to maintaining and developing streets and sidewalks

2-4484	Sidewalk Maintenance	Cost of maintaining sidewalks
2-4485	Landscape Maintenance	Cost of landscape maintenance along highway 64, including irrigation
2-4486	Bus Stop Maintenance	Cost of maintaining bus stops

ITEM NO. 8C



**PUBLIC HEALTH  
SERVICES DISTRICT  
COCONINO COUNTY**

Marie Peoples, PhD, *Chief Health Officer*

2625 North King Street, Flagstaff, Arizona 86004  
TEL 928.679.7272, FAX 928.679.7270

April 25, 2014

Town of Tusayan  
Ms. Tami Ryall, Town Manager  
P.O. Box 709  
Tusayan, AZ 86023

Dear Ms. Ryall,

The Coconino County Board of Supervisors voted to adopt Coconino County Ordinance No. 2014-03: Regulation of Portable Communication Devices and Texting While Operating a Motor Vehicle at their April 22, 2014 meeting. The Ordinance restricts the use of portable communication devices while driving in Coconino County. The Ordinance will go into effect on May 22, 2014 and will include a six month warning/educational period to help ensure that the public is aware of the new restrictions.

Enclosed is a copy of Coconino County Ordinance No. 2014-03. An excerpt from A.R.S. §11-251.05(D) below offers information about the effect of the Ordinance adoption on incorporated areas within Coconino County:

"An ordinance adopted under this section may apply to the unincorporated and incorporated areas in the county if the ordinance is not in conflict with an existing city or town ordinance or state law or otherwise regulated by the state. If the ordinance is intended to apply to any incorporated area of the county, prior to the ordinance becoming effective within the boundaries of a city or town, the city or town council shall consider the ordinance and, if the council finds that the subject matter of the ordinance is not either a matter of local concern or governed by an existing city or town ordinance, the council shall approve by resolution the application or enforcement of such ordinance within the boundaries of the city or town. Upon thirty days' notice to the county, a city or town council may rescind such approval by resolution if the subject matter of the ordinance is governed or to be governed by a city or town ordinance. An ordinance may apply to the unincorporated areas of the county, to part or parts of such areas or to a combination of incorporated and unincorporated areas of the county, to part or parts of such areas or to a combination of incorporated and unincorporated areas of the county, as the board deems appropriate and subject to the approval of a city or town as specified in this subsection."

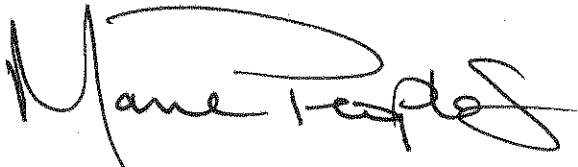
The Coconino County Public Health Services District Health District (CCPHSD) appreciates the efforts of both the Board of Supervisors and the CCPHSD Advisory Board (DAB) in addressing this important public health and public safety topic. CCPHSD staff has worked closely with the

April 23, 2014

DAB over the last several years to research the distracted driving issue and to develop a proposed Ordinance for consideration by the BOS. Vehicle accidents related to distracted driving are a global public safety and health problem. The CPHSD is committed to promoting and encouraging healthy behavior and fully supports the Ordinance restrictions.

Review and consideration of this Ordinance per A.R.S. §11-251.05(D) by your jurisdiction is appreciated. Please contact me if the Health District can be of any assistance during your discussions.

Sincerely,

A handwritten signature in black ink, appearing to read "Marie People". The signature is fluid and cursive, with a large loop at the end.

Marie People, PhD  
Chief Health Officer  
928-679-7330

**ORDINANCE No. 2014 - 03**

**AN ORDINANCE OF THE COCONINO COUNTY, ARIZONA  
BOARD OF SUPERVISORS REGULATING PORTABLE COMMUNICATION  
DEVICES AND TEXTING WHILE OPERATING A MOTOR VEHICLE**

WHEREAS, the Coconino County Board of Supervisors is authorized in A.R.S. 11-251(17) to adopt provisions necessary to preserve the health of the county, and in A.R.S. 11-251 (31) to make and enforce all local, police, sanitary and other regulations not in conflict with the general laws;

WHEREAS, A.R.S 28-626(B) and 11-251.05 authorize the adoption of additional traffic regulations that are not in conflict with other state traffic or transportation regulations;

WHEREAS, texting while driving a motor vehicle and the use of portable communication devices has increased in recent years;

WHEREAS, the use of portable communication devices and texting while driving a motor vehicle have contributed to the increase of injuries, deaths, property damage, health care costs and auto insurance rates;

WHEREAS, motorists who operate portable communication devices and/or text while driving a motor vehicle are statistically more likely to become involved in a traffic accident;

WHEREAS, it is the desire of the Coconino County Board of Supervisors to promote and encourage healthy and safe behaviors for all by regulating certain traffic behaviors.

THEREFORE, be it resolved, that the Coconino County Board of Supervisors adopt this Ordinance to be effective in the unincorporated and incorporated areas of Coconino County, excluding sovereign tribal nations.

## **SECTION I (1): DEFINITIONS**

HANDS-FREE MOBILE DEVICE" shall mean:

- A device that has an internal feature or function, or that is equipped with an attachment or addition, whether or not permanently part of such device, which is not held by the driver during motor vehicle use. The device must not obstruct the driver's view of the front or sides of the motor vehicle or interfere with the safety or operating equipment of the motor vehicle.
- A device that is programmed before a person begins to drive or operate a motor vehicle such as a Global Positioning Device (GPS).

"PORTABLE COMMUNICATIONS DEVICE" shall mean any handheld mobile telephone, personal digital assistant (PDA), handheld device with mobile data access, laptop computer, pager, broadband personal communications device, two-way messaging device, electronic game, or portable computing device.

"MOTOR VEHICLE", "DRIVE" and "DRIVER" have the same meaning as those terms are defined in Title 28, Chapter 1, Arizona Revised Statutes, Transportation.

"USE" means:

- Holding a portable communications device and performing the Illegal Activities stated in Section II (2).

## **SECTION II (2): ILLEGAL ACTIVITIES**

Illegal motor vehicle driver activities include:

A person shall not drive a motor vehicle while using a portable communications device to engage in a call unless that device is configured to allow hand- free listening and talking, and is used exclusively in that manner while driving. Texting and typing while operating a motor vehicle are banned.

## **SECTION III (3): EXEMPTIONS**

This Ordinance does not apply to any of the following:

- When the driver uses a hands-free mobile device.
- When the purpose of the call is to communicate an emergency to a police or fire department, a hospital or physician's office, or an ambulance corps.
- When operating an authorized law enforcement or emergency vehicle in the performance of official duties.
- When a person who holds a valid amateur radio operator license issued or any license issued by the Federal Communications Commission and is operating an amateur radio under the direction of authorized first responders in the event of an emergency.
- When a person is driving a motor vehicle on private property.
- When a driver has pulled off of the traveled portion of the roadway in a safe and legal location and placed the vehicle in park in order to operate a handheld portable communications device.

#### **SECTION IV (4): ENFORCEMENT AND PENALTIES**

Enforcement shall be the responsibility of city, county and state of Arizona law enforcement representatives.

A law enforcement officer may stop a motor vehicle or motor driven cycle if the officer has reasonable cause to believe a violation of this Ordinance is occurring.

A violation of this article is a civil traffic violation.

A person found to be in violation of this Ordinance and not involved in a motor vehicle crash is subject to a civil penalty of \$100 dollars plus any other penalty assessment authorized by law.

A person found to be in violation of this Ordinance and involved in a motor vehicle crash is subject to a civil penalty of \$250 dollars plus any other penalty assessments authorized by law.

Violations of this Ordinance shall be administered pursuant to the procedures for civil traffic violations as set out in A.R.S. 28-1591 through 28-1601.

#### **SECTION V (5): EFFECTIVE DATE**

This Ordinance is effective 30 days after adoption by the Coconino County Board of Supervisors.

#### **SECTION VI (6): WARNING PERIOD**

For the purpose of informing and educating persons who operate motor vehicles and motor driven cycles any law enforcement officer may only issue verbal warnings to persons who would be violating this Coconino County Ordinance for a six (6) month period after the Ordinance is adopted.

#### **SECTION VII (7): INTERPRETATION AND SEVERABILITY**

In the interpretation of this Ordinance, the singular may be read as the plural, the masculine gender as the feminine or neuter, and the present tense as the past or future, where context so dictates.

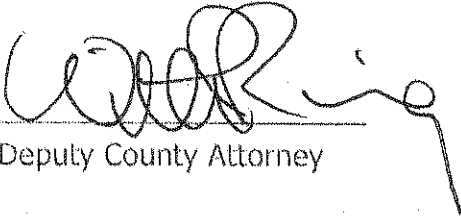
In the event any particular clause or section of this Ordinance should be declared invalid or unconstitutional by any court of competent jurisdiction, the remaining portions shall remain in full force and effect. Toward that end, the provisions of these regulations are declared to be severable.

ORDAINED BY ACTION OF THE COCONINO COUNTY BOARD OF SUPERVISORS on  
this 22 day of April, 2014.




Matt Ryan, Chairman  
Board of Supervisors

Approved as to form:



Deputy County Attorney

ATTEST:



Wendy Escoffier, Clerk of the Board

## CELLPHONES

# Flagstaff Council delays cellphone ban opt-out vote

APRIL 30, 2014 7:30 AM • SUZANNE ADAMS-OCKRASSA  
SUN STAFF REPORTER



The Flagstaff City Council decided they needed more legal advice before making a decision on whether to opt in or out of the county cellphone ban Tuesday night's workshop.

However, the majority of council agreed that something needed to be done to change the behavior of cellphone distracted drivers. The city has 30 days from when the county enacted its ordinance to opt in or out. The Coconino County Board of Supervisors approved the ordinance on April 22.

Mayor Jerry Nabours suggested the council create their own ordinance. He wasn't convinced that holding a phone or using a hands-free device was the problem. He was more in favor of a ban on texting. Besides, how was the county or

city to prove that someone was actually using their phone?

"How do you know I'm using the phone?" he asked Deputy Police Chief Walter Miller. "Maybe I'm just using it to warm my ear."

Miller said he could ask to see the phone. If a driver refused, then he would need to get a subpoena to look at the cellphone records. It was not likely a judge would approve a subpoena for a minor traffic citation.

Resident John Viktora told council that a hands-free device was no safer than holding a phone to your ear.

"It has all the appearance of being safer, but that cognitive function is still compromised," he said.

Viktora asked council to show him a study that proved that hands-free devices were safer than driving with a cellphone to your ear.

"You can't find one," he said. "The best way is no electronic devices at all."

**Two want to opt in**

Councilmembers Celia Barotz and Karla Brewster wanted to opt in to the county's ordinance. Brewster said she wanted to keep things simple for officers who would have to enforce the law. It would also help motorists who have to cross into the city limits each day. They wouldn't have to remember what the rules were once they crossed into the city.

Brewster's comment led to a discussion about how the various laws would be enforced on Interstate 40. Would it be the county ordinance outside of the city limits and the city law in the city limits? Or would the state law encompass every state highway regardless of whether the driver was in the city limits.

Police Chief Kevin Treadway said city officers don't usually do traffic stops on I-40. He would have to discuss the issue with the Arizona Department of Public Safety to figure out how they would enforce the law.

Evans also wanted to opt-in with the idea that council may be able to change the law to fit the city's needs.

She said she was not in favor of a law banning cellphones in cars when the issue came before council in May 2013. But since then, she had noticed a lot of people were texting on their phones while driving. Evans also liked that the county ordinance required officers to actually see a driver with a cellphone to their ear before they could cite a person.

Councilmember Scott Overton wanted to stay neutral on the matter and take the six-month warning period to craft something that better fit the city's needs.

"I don't think anyone can craft a perfect ordinance," he said. "We want to change people's behavior. I don't see us having an ordinance in the time allotted that answers all of our questions."

Nabours asked City Attorney Michelle D'Andrea if the city could remain neutral on the matter and come up with its own ordinance at a later date.

D'Andrea said she would have to research the issue.

Councilmember Jeff Oravits wanted more information on what exactly the county ordinance and the state's distracted driving law said.

Miller said the state didn't have a specific ordinance for distracted driving law. Distracted driving fell under a broader statute called "speed not reasonable or prudent to avoid a collision." It covered everything from speeding to driving too slowly. It also included driving too fast for the road conditions and being distracted by something inside or outside of the car.

Oravits suggested opting out of the county's law and creating a distracted driving law that would encompass a broader range of distractions to drivers.

"I think the bigger problem is distracted drivers, not just drivers on cellphones," he said.

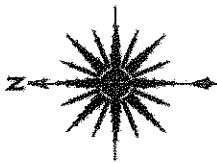
City Manager Kevin Burke reminded council that the meeting was a workshop and no vote needed to be taken on the issue. He suggested having D'Andrea look into the legal issues about remaining neutral and bring the issue back to council.

Council agreed.

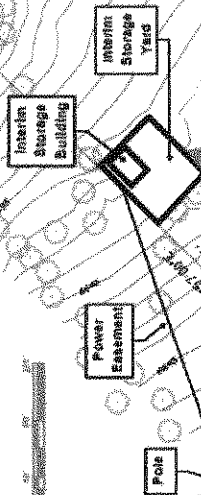
*Suzanne Adams-Ockrassa can be reached at [sadams@azdailysun.com](mailto:sadams@azdailysun.com) or 556-2253.*

ITEM NO. 8D

# Revised Community Park Map



Adams National Forest



Future  
Recreational  
Field

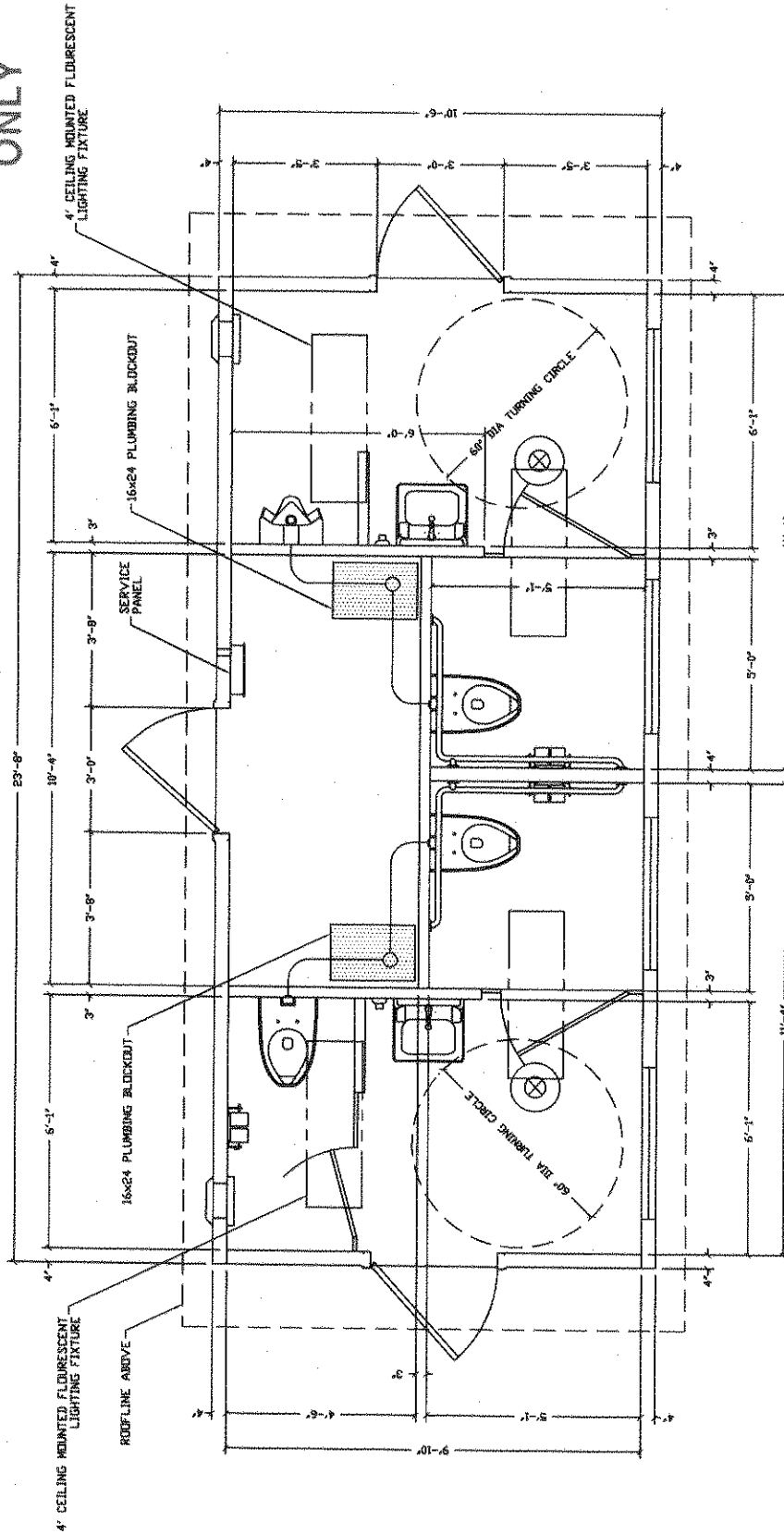
NEW SOCCER FIELD  
160' x 25'

NEW BASEBALL FIELD

Restrooms

New objects in black not drawn to scale

FOR  
REFERENCE  
ONLY



FLOOR PLAN

2000 N. Highway 77, Suite 100, Dallas, TX 75240  
**Precast Products**  
 800 N. Highway 77, Suite 100, Dallas, TX 75240  
 (214) 343-1234  
 FAX (214) 343-1235  
 WWW.PRECASTPRODUCTS.COM

**NOTES**  
 1. All dimensions are in feet and inches.  
 2. All dimensions are to the center of the member unless otherwise noted.  
 3. All dimensions are to the finished surface unless otherwise noted.  
 4. All dimensions are to the center of the member unless otherwise noted.  
 5. All dimensions are to the finished surface unless otherwise noted.

**REVISIONS**

NO.	DATE	DESCRIPTION
1	10/1/00	ISSUED FOR PERMIT

**PROJECT**  
 1000 N. Highway 77, Suite 100, Dallas, TX 75240  
 (214) 343-1234  
 FAX (214) 343-1235  
 WWW.PRECASTPRODUCTS.COM

**PROJECT**  
 1000 N. Highway 77, Suite 100, Dallas, TX 75240  
 (214) 343-1234  
 FAX (214) 343-1235  
 WWW.PRECASTPRODUCTS.COM

Architectural floor plan of a bathroom. The plan shows a rectangular room with a central service panel, two sinks, two toilets, and a shower area. Dimensions are provided for the overall room and various fixtures. Labels include: SERVICE PANEL, 30 GALLON HOT WATER (30 GAL HW), COAT HOOK 48" AFF (TYPE 2 PLCS), FLOOR DRAIN (TYPE 5 PLCS), and OPTIONAL ADA DRINKING FOUNTAIN. The plan also indicates the ROOF LINE ABOVE.

Overall dimensions: 26'-0" (width) x 15'-8" (depth).

Room dimensions: 10'-4" (width) x 10'-0" (depth).

Fixtures and dimensions:

- Service Panel: 4'-0" (width) x 4'-0" (depth)
- Sinks: 3'-6" (width) x 4'-2 1/2" (depth)
- Toilets: 3'-6" (width) x 4'-2 1/2" (depth)
- Shower Area: 3'-6" (width) x 4'-2 1/2" (depth)
- Coat Hook: 48" AFF (TYPE 2 PLCS)
- Floor Drain: (TYPE 5 PLCS)
- Optional ADA Drinking Fountain: 3'-4" (width) x 3'-0" (depth)

Roof Line Above: 3'-0" (width) x 3'-4" (depth)



## Precast Products

**MONTROSE**  
FOODS, INC.

AMERICAN UNIVERSITY

[illegible][illegible]

**FLOOR PLAN**

WG NO. 19161 / REV.

NOTES: 1. SEE DRAWING M-27 FOR SIZE AND LOCATION OF FLOOR BLOCKOUTS

[illegible]

**MAJESTY**  
**MALIBU**  
**MY STANDARD BUILDING**

[illegible][illegible]

REV	DATE	BY	CHK
1	10/10/00	MB	MB
FLOOR PLAN			
MB-03			

# ROOM FINISH SCHEDULE

NO.	ROOM NAME	COLORING	BASE	WALL-1	WALL-2	WALL-3	WALL-4	COLORING	WALL-5
101	CONCESSION	ACT	RED	RED	RED	RED	RED	ACT	RED
102	OFFICE	ACT	RED	RED	RED	RED	RED	ACT	RED
103	OFFICE	ACT	RED	RED	RED	RED	RED	ACT	RED
104	OFFICE	ACT	RED	RED	RED	RED	RED	ACT	RED
105	OFFICE	ACT	RED	RED	RED	RED	RED	ACT	RED
106	OFFICE	ACT	RED	RED	RED	RED	RED	ACT	RED
107	OFFICE	ACT	RED	RED	RED	RED	RED	ACT	RED
108	OFFICE	ACT	RED	RED	RED	RED	RED	ACT	RED
109	OFFICE	ACT	RED	RED	RED	RED	RED	ACT	RED
110	OFFICE	ACT	RED	RED	RED	RED	RED	ACT	RED
111	OFFICE	ACT	RED	RED	RED	RED	RED	ACT	RED

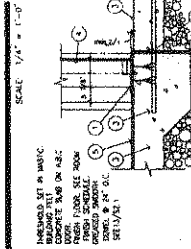
# DOOR SCHEDULE

NO.	DOOR	TYPE	FRAME	SWING	FINISH	REMARKS
101	DOOR	1	1	1	1	1
102	DOOR	1	1	1	1	1
103	DOOR	1	1	1	1	1
104	DOOR	1	1	1	1	1
105	DOOR	1	1	1	1	1
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110	DOOR	1	1	1	1	1
111	DOOR	1	1	1	1	1

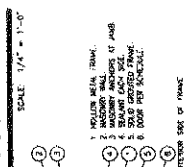
# ABBREVIATIONS

ACT	ACTING
ADJ	ADJUTANT
ADM	ADMINISTRATIVE
AGT	AGENT
ALD	ALDERMAN
AMT	AMOUNT
ANL	ANALYST
APP	APPLICANT
ASST	ASSISTANT
ATTY	ATTORNEY
AUD	AUDITOR
AVD	AVIATION
BAL	BALANCE
BANK	BANK
BAPT	BAPTIST
BCH	BCH
BID	BID
BKG	BKG
BOL	BOL
BOM	BOM
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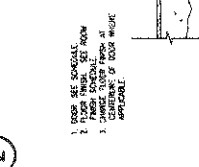
# DOOR FRAME TYPES



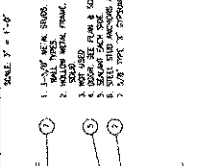
# DOOR TYPES



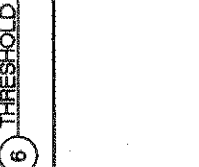
# THRESHOLD



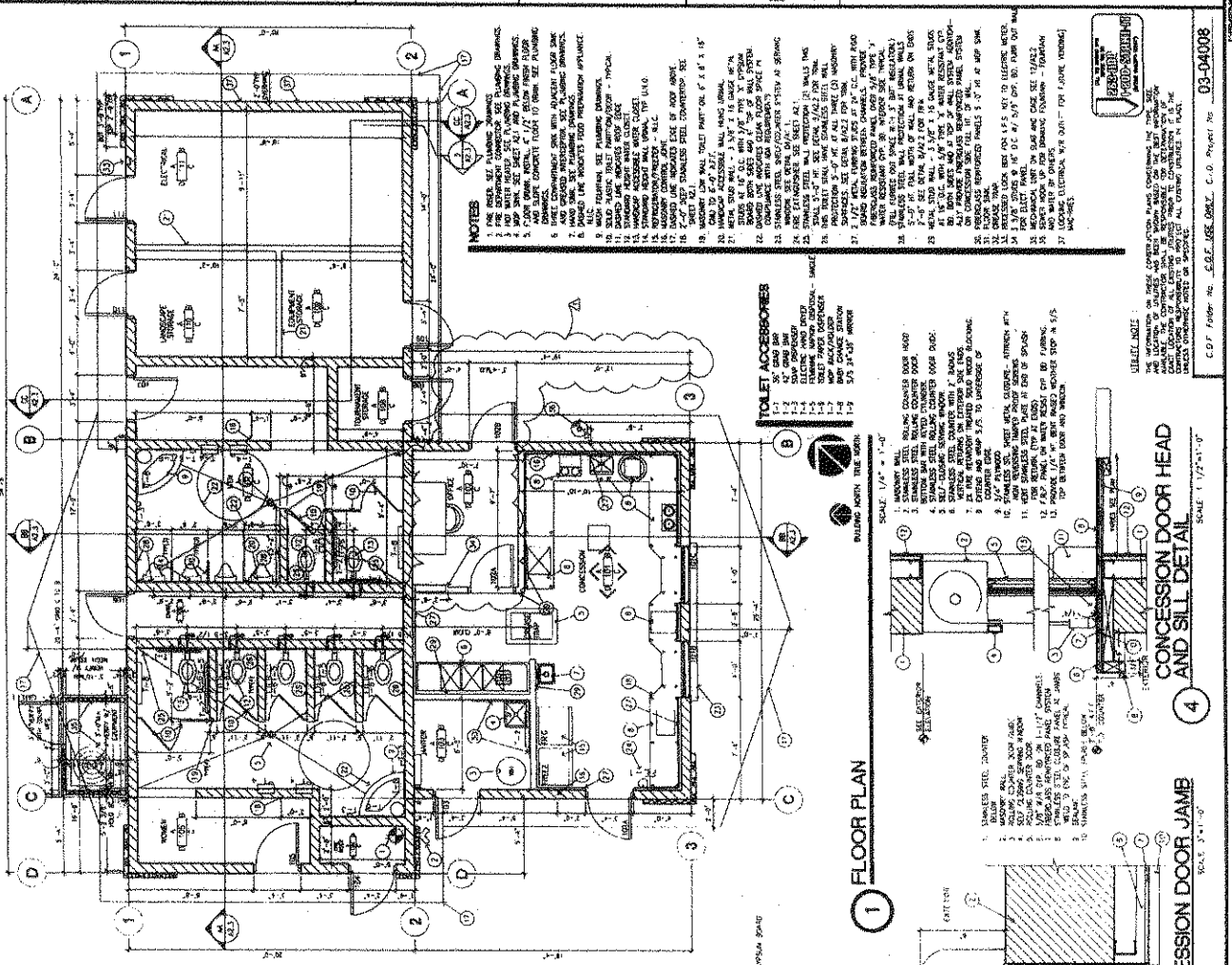
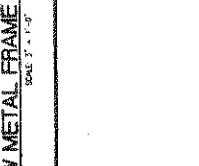
# HOLLOW METAL FRAME



# THRESHOLD



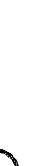
# HOLLOW METAL FRAME



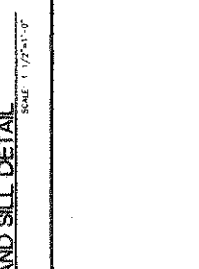
# TOILET ACCESSORIES

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93. 30" GRAB BAR
94. 30" GRAB BAR
95. 30" GRAB BAR
96. 30" GRAB BAR
97. 30" GRAB BAR
98. 30" GRAB BAR
99. 30" GRAB BAR
100. 30" GRAB BAR

# FLOOR PLAN



# CONCESSION DOOR HEAD AND SILL DETAIL



# CONCESSION DOOR JAMB

